

AMENDED: July 23, 2018

GUNNISON COUNCIL AGENDA
MEETING IS HEAD AT CITY HALL, 201 W. VIRGINIA AVENUE
GUNNISON, CO, IN THE 2ND FLOOR COUNCIL CHAMBERS

Approximate meeting time: 3 hours

JULY 24, 2018 **REGULAR SESSION** **5:30 P.M.**

I. Presiding Officer Call Regular Session to Order: (silent roll call by City Clerk):

II. Citizen Input: (estimated time 3 minutes)

At this agenda time, non-agenda scheduled citizens may present issues of City concern to Council on topics on are not to be considered later in the meeting. Per Colorado, Open Meetings Law, no Council discussion or action will take place until a later date; unless an emergency situation is deemed to exist by the City Attorney. Each speaker has a time limit of 3 minutes to facilitate efficiency in the conduct of the meeting and to allow an equal opportunity for everyone wishing to speak.

III. Council Action Items:

A. Approval of the July 10, 2018 Regular Session meeting minutes

Background: per City Charter, the City Clerk produces minutes of the Council actions for all regular and special session meetings. Minutes are approved or amended at the follow regular session meetings and become permanent city record. If a city councilor was not present no the meeting, they must abstain in the vote and action on approval of the minutes.

Staff contact: City Clerk Erica Boucher

Action Requested of Council: To approve the July 10, 2018 Regular Session meeting minutes.

Estimated time: 5 minutes

B. Joint Meeting between Council and the Planning & Zoning Commission

Background: The purpose of this joint meeting is for Council and the Planning and Zoning Commission to provide consultation and coordination with each other on the City's Strategic Plan. In order to move forward on strategic priorities, Livable and Affordable Housing and Economic Prosperity, Council and the Planning and Zoning Commission will be discussing

West Gunnison (Lazy K) property

IOOF Park- Design Review

Land Development Code updates

Parking Assessment update

Creation of a Comprehensive Plan, and

Starting points for hiring a new Community Development Director.

Staff contact: Interim Community Development Director Andie Ruggera and City Manager Russ Forrest

Action Requested of Council: Provide direction as requested for each item.
Estimated time: 1 hour 15 minutes

C. Procedure for the Sale of City-Owned Land

Background: City Charter, state statutes and case law dictate the methods for sale or disposition of municipally-owned real estate. A memo detailing those factors to assist Council in preparing for the discussion is in the packet.

Staff contact: City Attorney Kathy Fogo

Action Requested of Council: The immediate application for the question of whether an election needs to be held, whether an election is desired, or whether development of a policy is an appropriate course, relates to the Lazy K property and how Council wishes to proceed with the current plans for the property.

Estimated time: 30 minutes

D. IGA with Gunnison County for a Coordinated Special Election in November 2018 and Update on Election and Ballot Items

Background: At the July 10, 2018 Regular Session meeting, Council passed Resolution No. 5, Series 2018, calling for a special election to occur in November 2018. The City must enter into an intergovernmental agreement (IGA) with Gunnison County to participate in a coordinated election in November.

Staff contact: City Clerk Erica Boucher

Action Requested of Council: To discuss and authorize the Mayor to sign the approved IGA between the City of Gunnison and Gunnison County regarding the City's participation in the November 6, 2018.

Estimated time: 10 minutes

E. Authorization for Application for Energy Impact Assistance Funds

Background: While we have discussed the City's intent to apply for an EIAF grant frequently with the Council, the grant application requires official action from the City Council of the City of Gunnison authorizing application for these funds.

Staff Contact: Finance Director Ben Cowan

Action Requested of Council: A motion to authorize City staff to complete and submit an Energy and Mineral Impact Assistance Program Application for the purpose of obtaining funding assistance for the necessary updates at the City of Gunnison Wastewater Treatment Plant.

Estimated time: 10 minutes

F. Community Foundation of the Gunnison Valley Account for International Sister City Projects and Programming

Background: On August 7, 2018, the City of Gunnison, Colorado, USA will enter into a formal Sister City partnership with Majkhali, India. International partnerships will require funding for program development, travel, and cultural exchanges resourced through fundraising efforts and donations.

Council contact: Mayor Jim Gelwicks

Action Requested of Council: To direct staff to work with the Community Foundation of the Gunnison Valley to establish a Sister Cities' account to accept donations to support projects and programming.
Estimated time: 15 minutes

IV. Council Work/Discussion Items:

A. Semi-Annual Police Department Report

Staff contact: Police Chief Keith Robinson

Estimated time: 20 minutes

V. Reports:

City Attorney Report

City Manager Strategic Projects Update and Report

City Councilors with City-related meeting reports; discussion items for future Council meetings

VI. Meeting Adjournment

The City Council Meetings agenda is subject to change. The City Manager and City Attorney reports may include administrative items not listed. Regular Meetings and Special Meetings are recorded and action can be taken. Minutes are posted at City Hall and on the City website at www.gunnisonco.gov.

Discussion Sessions are recorded; however, minutes are not produced. For further information, contact the City Clerk's office at 970.641.8140. **TO COMPLY WITH ADA REGULATIONS, PEOPLE WITH SPECIAL NEEDS ARE REQUESTED TO CONTACT THE CITY CLERK 24 HOURS BEFORE ALL MEETINGS AT 970.641.8140.**

July 10, 2018

**CITY OF GUNNISON COUNCIL
REGULAR SESSION MEETING MINUTES**

ACTION: To be Approved 07.24.2018

5:30 P.M.

The City Council Regular Session meeting was called to order at 5:30 P.M., by Mayor James Gelwicks with Councilors Mallory Logan, Jim Miles, Bob Drexel and Leia Morrison present along with City Manager Russ Forrest, City Attorney Kathy Fogo, Finance Director Ben Cowan, Deputy City Clerk Tara Kindall, Public Works Director David Gardner, City Engineer Cody Tusing, City Accountant Shannon Singer, Interim Community Development Director Andie Ruggera, IT Director Mike Lee, and the press. A Council quorum was present.

Citizen Input:

As there were not citizens in the audience Mayor Gelwicks called for any staff comments and asked the press if they had any questions. Neither staff or the press had any comments or questions at this time.

Council Action Items:

Approval of June 26, 2018 Regular Session Minutes. Councilor Morrison moved and Councilor Logan seconded a motion to approve the June 26, 2018 Regular Session Minutes as amended. Councilor Drexel mentioned that he had contacted the City Clerk prior to the meeting to have a word changed.

Roll call vote, yes: Logan, Miles, Gelwicks, Drexel, and Morrison. So carried.

Roll call vote, no: None.

Presentation of 2017 Audited Financial Statements. Finance Director Cowan introduced Paul Backes, a partner with McMahan and Associates. Mr. Backes explained what the audit process is and what his firm does. He then proceeded to review the audited financial statements and answer questions. Councilor Drexel moved and Councilor Morrison seconded a motion to accept the City of Gunnison's audited 2017 Financial Statements as presented on July 10, 2018.

Roll call vote, yes: Miles, Gelwicks, Drexel, Morrison, and Logan. So carried.

Roll call vote, no: None.

Ordinance No. 8, Series 2018, Second Reading, re: An Ordinance of the City Council of the City of Gunnison, Colorado, amending Sections: 2.4, Principal Use Table; 2.6, Base Zone District Dimensional Standards; 3.3, Residential Use Standards; 3.7 (B), Retail Sales Establishment Standards; and, 4.4 Off-Street Parking and Loading, of the City of Gunnison Land Development Code. Councilor Logan introduced Ordinance No. 8, Series 2018 and asked that it be read by title only. Councilor Logan moved and Councilor Drexel seconded to pass and adopt Ordinance No. 8, Series 2018 on second reading.

Roll call vote, yes: Gelwicks, Drexel, Morrison, Logan, and Miles. So carried.

Roll call vote, no: None.

Discussion of Comprehensive Plan. City Manager Forrest reviewed with Council the Request for Qualifications (RFQ) to develop a Comprehensive Plan process with Council. While staff received five Statements of Qualifications along with price estimates there were a couple of entities who normally respond that didn't. After speaking with those who didn't respond staff suggests that a Request for Proposal (RFP) be drafted that includes a proposed budget and have some greater clarification of goals and objectives on the project for Council and Planning Commission's review at the next Regular Session. A brief discussion ensued. City Manager Forrest stated he would bring the RFP back to Council.

Proposed Vacation of 20-foot wide Electrical Easement. Interim Community Development Director Ruggera reviewed this easement with Council. Staff is recommending that the City vacate the easement as there are no utilities here. Discussion ensued. No action is being requested of Council at this time.

Award for Bid for Downtown Parking Assessment. Interim Community Development Director Ruggera reviewed the bid and the parking assessment project. Staff is asking for authorization to use funds from the City Council's Strategic Implementation Reserve to conduct the assessment. Councilor Logan moved and Councilor Morrison seconded a motion to authorizing moving \$1,530.00 from the strategic implementation reserve to the downtown parking assessment.

Roll call vote, yes: Drexel, Morrison, Logan, Miles and Gelwicks. So carried.

Roll call vote, no: None.

Councilor Logan moved and Councilor Drexel seconded a motion to authorize the City Manager to sign a contract for services with Charlier Associates, Inc. in an amount not to exceed \$22,530.00

Roll call vote, yes: Morrison, Logan, Miles, Gelwicks and Drexel. So carried.

Roll call vote, no: None.

Mayor Gelwicks stated the time is 6:36 p.m. and they will recess for a short break. He reconvened the session at 6:44 p.m.

Discussion of Utility Update and Communication Project to West Gunnison. Public Works Director Gardner, City Engineer Tusing, and IT Director Lee came forward and addressed Council. They would like to partner with Gunnison County Electric Association and Region 10 to install utility underground conduit that will provide electrical and communication upgrades to the wastewater treatment plant (WWTP). After the memo was completed and placed in the Council packet PW Director Gardner was contacted by CDOT. They would also like to participate in this project and have requested two 2" conduits be placed to serve their needs. Before CDOT will proceed they would like to see some drawings and Region 10 has the ability to do the drawings so he would like to engage with Region 10 to do the drawings and move forward. The cost to the City to do this would be \$9,700.00. PW Director Gardner would like to reallocate funds from the sewer and electric funds to begin the engineering work. A brief discussion ensued. Councilor Drexel moved and Councilor Logan seconded a motion to proceed with Region 10 to do the engineering work for this project utilizing reallocated funds from the sewer and electric funds in an amount not to exceed \$9,700.00.

Roll call vote, yes: Logan, Miles, Gelwicks, Drexel and Morrison. So carried.

Roll call vote, no: None.

Resolution No. 5, Series 2018; re: A Resolution of the City Council of the City of Gunnison, Colorado, approving a special election to be coordinated with the County of Gunnison to submit a ballot question to the voters at the General Election to be held November 6, 2018, to amend the City of Gunnison Municipal Home Rule Charter to change election day from the second Tuesday in May of each odd numbered year to the first Tuesday in November of each odd numbered year and to extend the terms of current Council members by six (6) months. Councilor Morrison introduced Resolution No. 5, Series 2018 and asked that it be read by title only by the City Attorney. Councilor Morrison moved and Councilor Logan seconded a motion to adopt Resolution No. 5, Series 2018. City Attorney Fogo then reviewed the what this resolution does in terms of the election process.

Roll call vote, yes: Miles, Gelwicks, Drexel Morrison and Logan. So carried.

Roll call vote, no: None.

Councilor Logan moved and Councilor Drexel seconded a motion to direct staff to notify the County Clerk in writing that the City of Gunnison will hold a special election in November 2018 to put a question on the ballot asking voters to amend the City's election date from the second Tuesday in May of odd numbered years to the first Tuesday in November and extend current Council terms by six months.

Roll call vote, yes: Gelwicks, Drexel, Morrison, Logan and Miles. So carried.

Roll call vote, no: None.

Adjourn Regular Session Meeting and move into Discussion/Work Session.

With no further business for the Regular Session, Mayor Gelwicks adjourned the Regular Session Meeting and Council went into the discussion/work session at 7:01 P.M.

Mayor

Attest:

Deputy City Clerk



TO: City Council
FROM: Russ Forrest, City Manager and Andie Ruggera, Interim CD Director
DATE: July 24, 2018
RE: Joint Work Session with the Planning and Zoning Commission

The purpose of this joint meeting with the City Council and Planning Commission is to provide feedback on both the Lazy K and IOOF Park projects. Both projects have preferred alternatives and staff is seeking any final comments on these final concepts. Also Staff would like to discuss with both boards proposed changes to the LDC, Comprehensive Plan RFP, and next steps for filling the Community Development Director position. Also the community has been invited to provide feedback on both Lazy K and IOOF Park.

The following is a summary of the six topics and the action requested for each item:

1. Lazy K – West Gunnison Park Update and Design Review

Interactive workshops, stakeholder and public meetings were held in early June and a preferred alternative design resulted from the three-day workshop. The consultants from Design Workshop will present the draft West Gunnison Park Plan Update and preferred design for the Lazy K property.

The Action Requested of Council and the Planning Commission is to provide feedback on the recommended concept for Lazy K.

See Attachment #1

2. IOOF Park – Design Review

Several public meetings have been held to gather input on enhancements to the IOOF Park. At the last public meeting on June 28th, two conceptual plans were presented to the public that featured the priority amenities from input received. Margaret Loperfido from Sprout Studio will present the preferred alternative illustration along with a summary report of comments and survey results received.

The Action Requested of Council and the Planning Commission is to provide feedback on the recommended concept for IOOF Park.

See Attachment #2

3. Land Development Code Recommendations

An analysis of the City's *Land Development Code* has been completed for a review of housing barriers within the City. The recommendations from Alex Joyce of Cascadia Partners includes amendments to existing zone districts within the City as well as the proposal of new zone districts. Staff will give an overview of the recommendations to the *Land Development Code*.

Staff is simply requesting feedback on the recommendations and wanted to facilitate a discussion with both the Planning Commission and City Council on this topic.

See Attachment #3

4. Update on Parking Assessment

The parking assessment is scheduled to run from July 26-July 28 with parking counts every hour in a 13-hour day (8am-9pm) for each of the three days.

No action is requested of Council. This is strictly an update and opportunity to ask questions.

See Attachment #4

5. Comprehensive Plan – Request for Proposal

A draft Request for Proposals (RFP) has been drafted that includes high priority goals of the Comprehensive Plan. Discussion of the RFP and prioritized goals will be needed to refine the document for issuance on Thursday, July 26th. The due date for responses is proposed for September 21st.

Staff is simply requesting feedback on the draft RFP and wanted to facilitate a discussion with both the Planning Commission and City Council on this topic.

See Attachment # 5

6. Hiring a Community Development Director – Next Steps

Russ Forrest, City Manager will discuss the next steps for hiring a new Community Development Director.

The City Manager will discuss at the meeting feedback to date on desired qualities for the new Community Development Director and would request feedback on those qualities. Those desired qualities include:

- Proven leadership skills with planning and land use development teams
- Strong technical skills in long range and current planning, building/life safety codes, public engagement, urban design, affordable housing creation, and creating vibrant main streets
- Ability to provide progressive planning ideas while also respecting the community's values.
- Ability to develop and execute complex public engagement campaigns.
- Strong two-way communication skills-active listener
- Demonstrable results from previous work
- Approachable and able to develop effective working relationships with both employees, coworkers, and external stakeholders.
- Supports continuous learning and professional development
- Visionary but also able and willing to support day to day tasks in a small office.

CITY COUNCIL PACKET

WEST GUNNISON PARK & SITE PLAN
DRAFT MASTER PLAN REVIEW

JULY 24, 2018

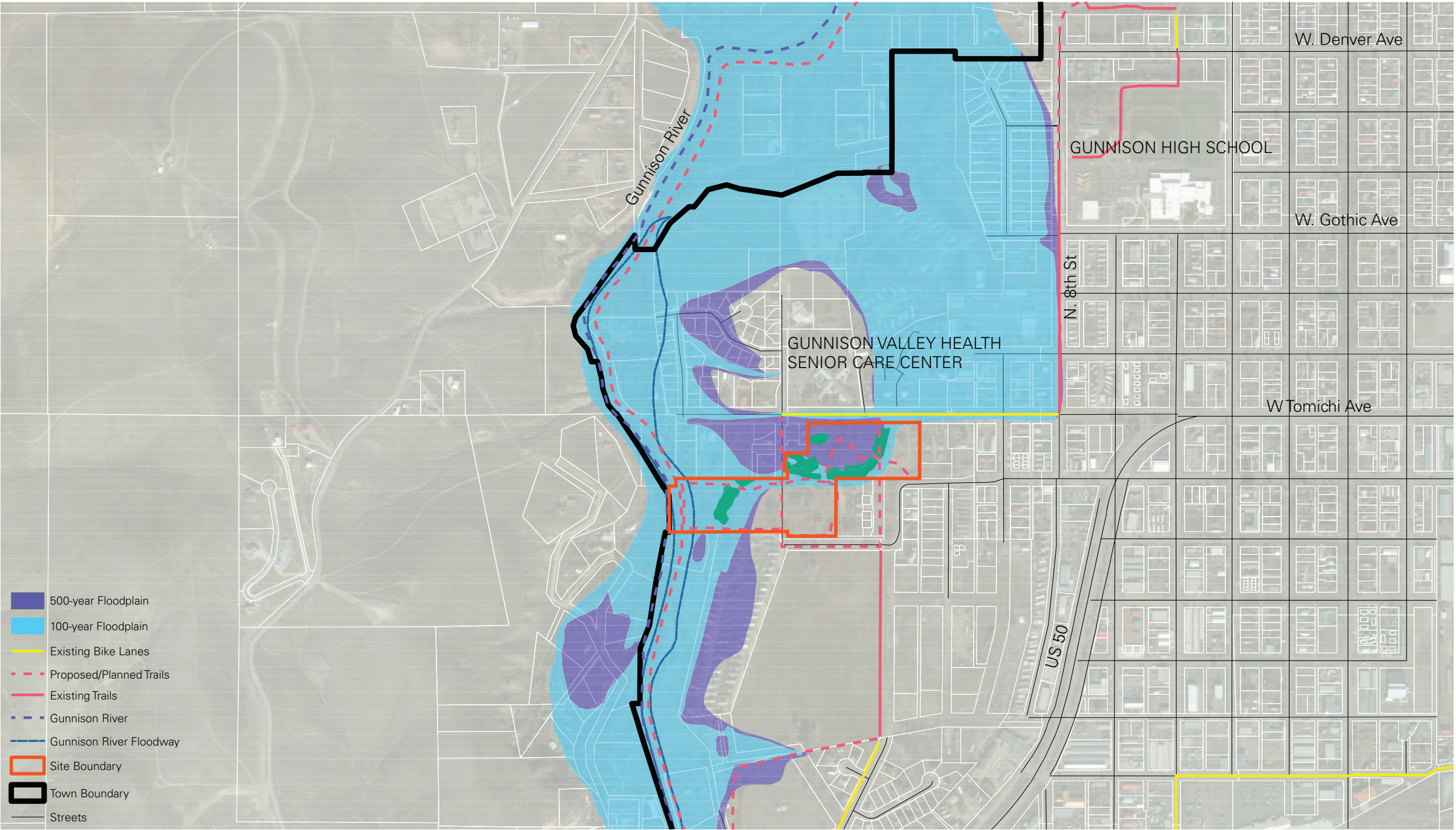


DESIGNWORKSHOP

PACKET CONTENTS

1. SITE CONTEXT
2. COMMUNITY WORKSHOP SUMMARY
3. PARK MASTER PLAN
4. MATERIALS QUANTITIES AND OPINION OF PROBABLE COST

SITE CONTEXT



PARK SITE CONTEXT MAP WITH FLOODPLAIN

The park property is located approximately 1/2 a mile west of Downtown Gunnison, on the eastern bank of the Gunnison River. The Gunnison Valley Health Senior Center is directly to the north of the site, and the Gunnison High School lies a few blocks to the northeast.

The western quadrant of Gunnison was identified in the City Parks, Trails, Open Space and Recreation Plan as a location in need of a community park to serve current residents and the future residents from anticipated development projects.

COMMUNITY WORKSHOP SUMMARY

The City of Gunnison, Colorado has determined that there is a gap in the park network in the south-western section of town. The city owns a parcel of land in this area, just east of the Gunnison River, which is an ideal site for the development of a new park. The site already has many park-like qualities such as mature groves of trees, pond-like water features, open meadows, and the Gunnison River.

This planning process involved and connected the community, park user groups, city officials, technical experts, and nearby park neighbors to share insights about the park and surrounding neighborhoods, and generate ideas for park features, activities, and amenities.

Over three consecutive days of workshops, a wide variety of ideas were generated and then focused into areas of common ground. These ideas guided the development of three park options. Following community feedback on the options, a potential park plan was formed to reflect the park concepts informed by stakeholder comments.

124
WORKSHOP PARTICIPANTS

6
SENIOR CITIZENS

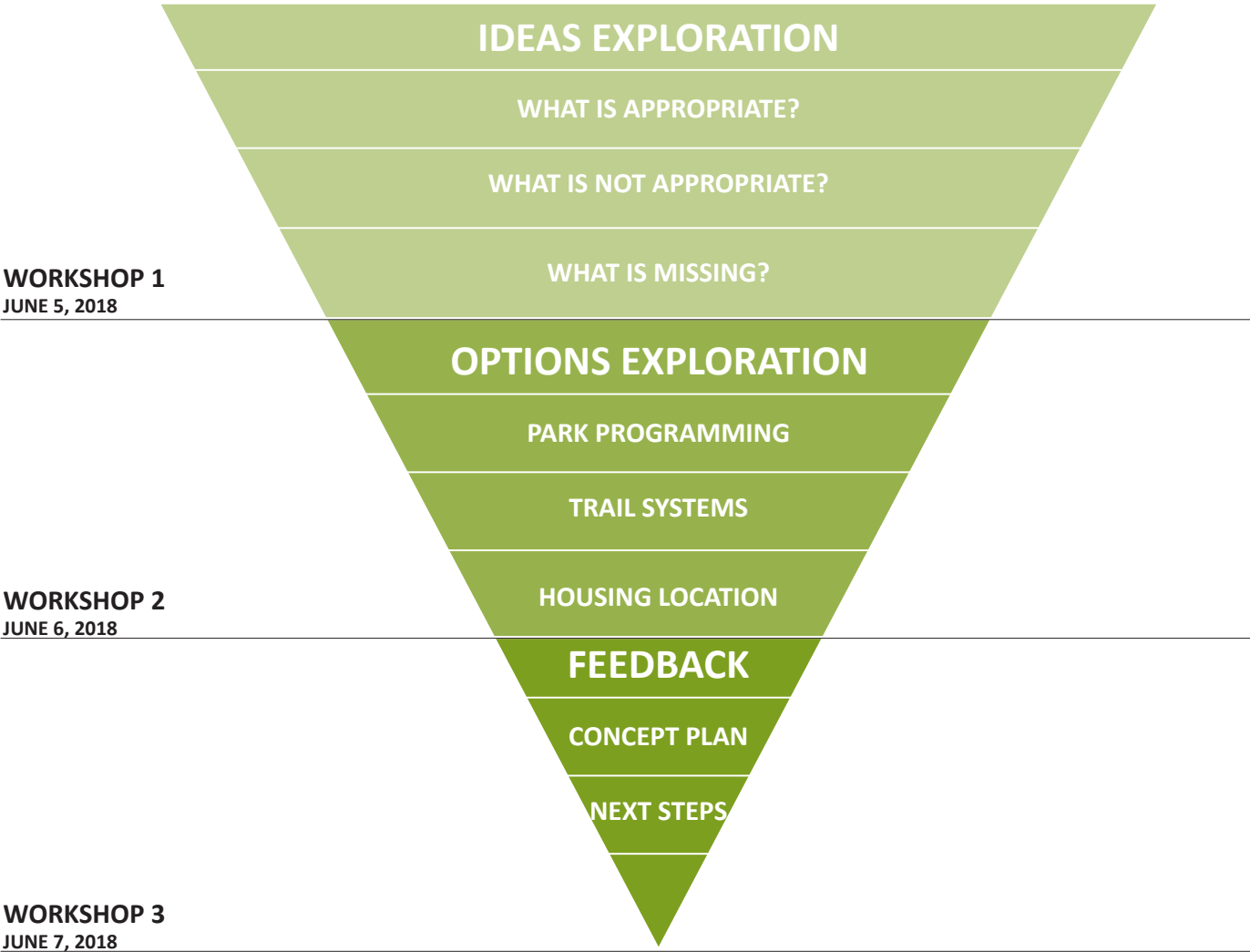
12
HOUSING EXPERTS

7
NATURAL RESOURCE AND WATER EXPERTS

26
LOCAL KIDS

58
PUBLIC MEETING ATTENDEES

15
PARKS BOARD MEMBERS AND CITY STAFF



FOCUS GROUP PARK TOUR
Focus groups toured the property to learn about it and share their knowledge about its history, features, and potential for improvements.

WORKSHOP DAY 1: IDEA EXPLORATION

Day one of the workshops was geared towards generating and exploring ideas. A series of community focus groups were invited to tour the property and share expertise and local knowledge. Each group provided a different perspective on how a park experience could serve different types of people.

HOUSING EXPERTS FOCUS GROUP

Twelve local housing experts from the community met to discuss how the West Gunnison Park site could help meet affordable housing goals in Gunnison. They discussed housing typologies, as well as which areas on the site would be the most appropriate to develop or leave as park space. Some of their goals included:

AFFORDABLE HOUSING - Affordable housing for young couples and families, seniors, and students and faculty of Western State University.

HOUSING TYPES - Housing with an economy of scale, but also affords households small areas of lawn and landscape. This is the housing type most sought after by a segment of the workforce and seniors.

HOUSING LOCATION - Housing located near existing utility infrastructure, especially near the eastern side of the property. Potentially housing could be located in the center section, or along West Gunnison Avenue as well.

NATURAL RESOURCE AND WATER EXPERTS FOCUS GROUP

Seven natural resource and water experts from Colorado Parks and Wildlife and City staff, met to provide advice about wildlife and water conditions in the park. They discussed:

RIVER ACCESS - Boating access is unnecessary. River viewpoints will be desirable and would need to be hardened to prevent riverbank erosion.

FISHING PONDS - The ponds on site have great potential to become fishing ponds and fishing is a popular activity in the area. Colorado Parks and Wildlife is interested in making this improvement as it could become the best in the region.

WILDLIFE HABITAT - The western edge of the park is an important wildlife corridor for accessing the river. It should be left as natural as possible.

SENIOR CITIZENS FOCUS GROUP

Six people attended a focus group held at the senior center, across the street from West Gunnison Park. Seniors and care providers provided ideas about how the park could benefit the community and facilitate the elder population.

Important park elements for seniors included:

ACCESS - Wide, paved ADA accessible trails with resting points.

ACTIVITIES - Areas that facilitate quiet, contemplative activities such as pollinator gardens and viewpoints to observe nature.

GATHERING SPACES - Pavilion space to host Boomer's and Beyond events, pot lucks or visiting families and grandchildren.

SENIOR HOUSING - Multi-generational, ADA accessible housing that seniors can move to in order to downsize.



SENIOR CITIZENS DISCUSS PARK IDEAS

LOCAL KIDS FOCUS GROUP

A group of twenty-six local kids ages 5-10 explored and shared their ideas for the park. The kids participated in a guided scavenger hunt that gave them an overview of the property and encouraged them to discover their favorite parts about it.. They then shared ideas for features and activities they would like to see included in the plan. Kids also chose favorite park activities by placing stickers next to their favorite park features, and talking about what types of activities they usually like to do when they play outside.

Kids wanted to play in the water, and loved going near the ponds and river. Playing in sand was also a popular idea. Kids loved the images of bright playground equipment to climb on. They wanted to be able to swing, spin, and crawl in their new park.



PARK SITE EXPLORATION AND SCAVENGER HUNT (photo credit: Kate Gienapp)



FAVORITE PARK IDEAS FROM LOCAL KIDS

- ROPES COURSE
- DOGS
- PLAYGROUND
- STUFF TO CLIMB ON
- TUBES TO CRAWL THROUGH
- SPINNING STUFF
- FISHING POND
- RIVER’S EDGE BEACH
- PLAYING IN SAND
- BIKE PATH
- HAMMOCKS
- TIRE SWINGS



PARK SITE EXPLORATION (photo credit: Kate Gienapp)
Local kids explored the park site and shared ideas for their ideal future park.

PARK OPTIONS IMAGERY BOARDS

Throughout the workshops, local citizens were presented with boards featuring images of different park structures, activities, and opportunities. The boards provided insight into what elements the community did or did not want to include in the park. Participants voted for items they preferred by placing a sticker next to the corresponding image. Each group highlighted different features that they would like to see in their new park.

Water and natural resource experts supported creating a fishery, preserving wildlife habitat, and incorporating play equipment made of natural materials. Seniors wanted paved trails and access to the river. Housing experts liked the natural materials playground, meadow seating, and river access. By the end of the first day, participants at the public meeting had selected a community pavilion, river access and learning stations as a top priority. The boards also highlighted what residents did not think would be utilized in their community. There was not much interest in an exercise station or volleyball courts.

PUBLIC MEETING 1

The public meeting helped to summarize what had been learned throughout the day's workshops. Keypad polling indicated that most participants in the meeting were between 46-70 years of age. Almost everyone at the meeting lived in the town of Gunnison, and many lived right next to the park site. A large portion of the participants had lived in Gunnison for over 21 years, and had an interest in being active in their community. Workshop participants top priorities included creating a viable community park that would serve the whole community, highlighting nature, improving environmental functions, and adding trail connectivity to the site.



FOCUS GROUP MEETINGS

Left: Members of the housing group selected preferred park amenities. Center: Natural Resource experts from Colorado Parks and Wildlife toured the property with City staff. Right: The housing group discussed the floodplain of the Gunnison River.

DAY 2: OPTIONS EXPLORATION

The second day of workshops explored different park options, and extracted feedback from the community. Three park options were created by the design team, which incorporated various opinions and ideas that had been gathered during the first day. The options explored different trail arrangements, configurations of housing, river interfaces, and park amenities.

PARKS BOARD + CITY STAFF

Members of the Gunnison Parks Board, City park maintenance and operations staff, and other city staff met to discuss local park needs. They gave feedback on park option drawings while they were a work-in-progress, to ensure that the designs were heading a direction that would meet the community’s needs.

It was debated whether or not the park should incorporate a playing field. The city could use more soccer fields, as scheduling the many players can be tricky. During the meeting, a solution was presented to have playing fields built near the schools. This freed up space in the West Gunnison park site for nature, housing, or other park activities.

PUBLIC MEETING 2

During the second public meeting citizens gave comments and feedback on the three park option designs. They once again selected preferred park amenities from imagery boards which paired with each park option. Keypad polling was conducted for a second time to understand who was coming to the meeting, why they were participating, and what they wanted to see in their local park. The results were very similar to responses from the first night.



WORKSHOP AT CITY HALL

Above: Workshop participants discussing the benefits and drawbacks of Option A.
Left: Workshop participants listening to a presentation about the park property.



PUBLIC COMMENTS + FEEDBACK

During the workshop participants posted comments on each design to address features they liked or wanted to see changed. Requests and ideas for the final concept were also made.



OPTIONS EVALUATION

OPTION A: This option focuses on preserving and enhancing the natural elements of the park. Trails are kept to a minimum to preserve wildlife habitat. River access is directed to one point, with simple bench overlooks. Housing is condensed on the eastern side of the park site in order to leave more open space available.

OPTION A FEEDBACK: Workshop participants were very drawn to the natural character of this plan. While they did not prefer a lot of change to natural areas, they did want one large circular path, and paved access to the river. Many felt that the housing in this plan was too dense, and that apartments would not be a good fit for the site.



OPTION B: Option B attempts to balance the natural park with housing. Park features are more developed in this version, connected by a full loop trail, and include more amenities. The river's edge offers more space for gathering at a beach or rock jetty. Housing is located in both the east and central sections of the park. This shifts play features, such as a playground, over near the central and west park sections. A small playfield (smaller than regulation size soccer field) is included in this option to give a sense of scale needed to accommodate this type of park amenity.

OPTION B FEEDBACK: The river rock jetty and amphitheater was the most popular river interface among all of the options. Some thought the playing field took up too much space, and should be changed to accommodate more housing or park amenities.



OPTION C: Option C explores how the park would look with more housing development and built park features. This concept features many looping trails, river and pond docks, and multiple playgrounds. Housing is located on both the east and central portions of the site, even crossing over to the west side of 3rd Street.

OPTION C FEEDBACK: Many comments were posted stating that there is far too much housing included in this option. Some people did like that the paved loop path offered more access to the natural section of the site. The adventure bridge was a popular feature in this option. Some felt the more urban park features and configuration took away from the naturalness of the site.

DAY 3 . POTENTIAL CONCEPT + FEEDBACK

A potential concept was created, which incorporated the preferred ideas from the previous three park options into one overall plan. The final public workshop held at city hall allowed residents to review this plan and give further suggestions and feedback. More comments were posted on the final plan and corresponding park feature preferences were indicated on imagery boards.



Residents discussing the final park concept with the Gunnison City planner.

PARKS BOARD + OTHER CITY OFFICIALS

Members of the Gunnison Parks Board met with Gunnison city planners to review the three park options and provide feedback to inform the final concept. Some of the issues discussed included:

ACCESS AND CONNECTIVITY - The traffic that a new development and park would bring is one concern that will need to be addressed. Though street design is outside the scope of this planning project, it is an important consideration as it will determine where entrances should be located, and how roads and trails will connect to the park property.

RIVER ACCESS + TRAILS - Paved trails and wheelchair access to the river were big priorities with everyone at the meeting. Emergency access along the ADA pathway would be an important element as well. Most people at the meeting preferred one large loop as opposed to a smaller network of several loops in order to preserve as much vegetation as possible.

HOUSING AND PARK PARCELS - Participants in the meeting decided it would be wise to show housing areas on the park options plans, but not draw specific housing units. This would allow the focus of the conversation to shift to the park.

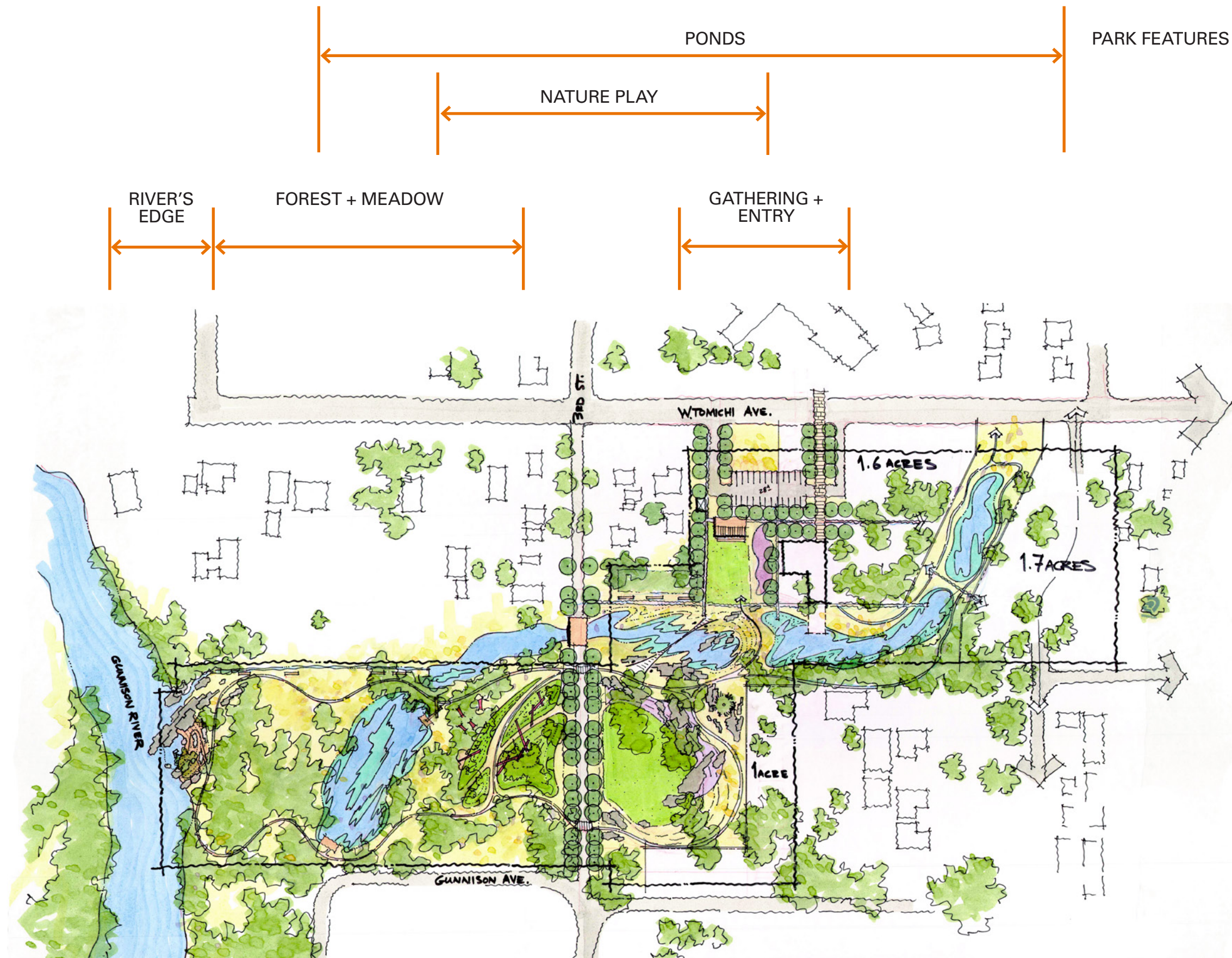
PARK FEATURES - There was some debate as to if pump tracks are a needed amenity in this park. Some people believed that there were already plenty of bike tracks in town, while others thought that biking was becoming more popular and a track for young beginners was a feature that would be utilized.

POTENTIAL CONCEPT

Many people at the community workshop felt that the potential park concept achieved a good balance between park activities, space for housing, and natural areas. This concept received the most support and positive feedback of all of the options created during the workshop.

PUBLIC COMMENT EXAMPLES





POTENTIAL CONCEPT FEATURES

RIVER'S EDGE - A rock jetty amphitheater and sand beach overlook the river.

FOREST + MEADOW - The forest and meadow are celebrated natural spaces with wildflower planting. A loop trail circles the area to provide access to the views.

NATURE PLAY - Landforms utilize the existing piles of soil and incorporate tubes and slides for children to play on.

PONDS - Fishing docks and an adventure bridge are both popular amenities that are included in the concept.

GATHERING + ENTRY - A medium sized pavilion accommodates a variety of group sizes. A clear entryway was also an important feature.

PARK FEATURES - Learning Stations, a grassy area, and rest rooms are all popular park elements that are included in the design.

PARK MASTER PLAN

DESIGN OBJECTIVES

The following design objectives identified through the community input process and site exploration inform the park design and feature. The bullet point list summarizes how these objectives are accommodated in the park design.

CAPITALIZE ON PROPERTY ASSETS



RIVER ACCESS

- Pathway connection
- River's edge improvements
- Seating
- Viewing
- Wading



VEGETATION AND TREES

- Tall trees and dense groupings
- Shade
- Habitat



PONDS

- Aquatic life
- Nature observation
- Scenic views

PROVIDE A VIABLE PARK



DIVERSITY OF RECREATIONAL USES

- Nature play
- Playground
- ADA walkway
- Community gatherings
- Trail exploration
- Fishing

FIT INTO CONTEXT OF NEIGHBORHOOD

- Quiet activities
- Family/youth activities
- Design for seniors access
- Parking included

HIGHLIGHT NATURAL BEAUTY

- Preserve and enhance trees and vegetation
- Viewing opportunities near ponds and river

IMPROVE HABITAT

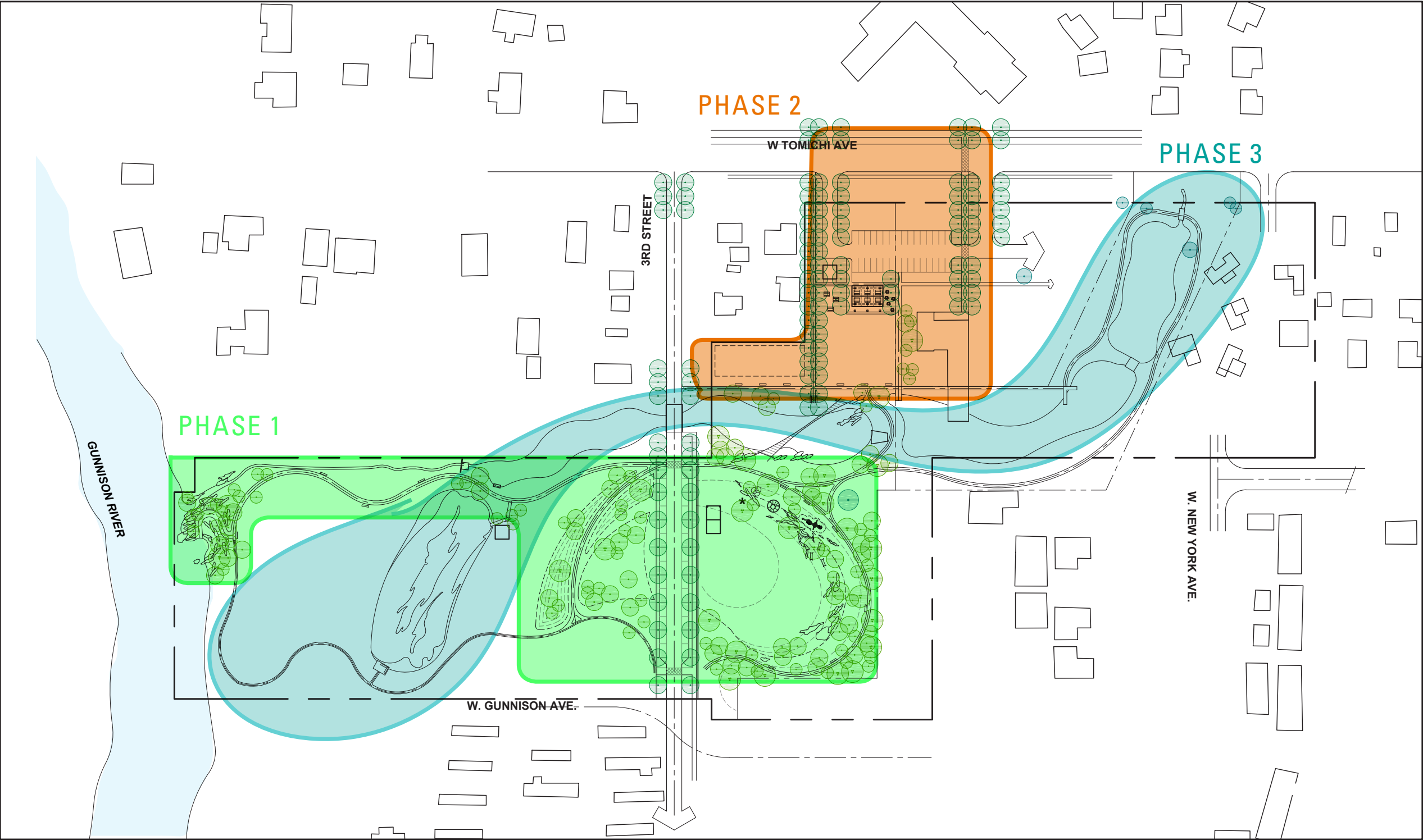
- Improve water temperature and create hides for fish habitat
- Preserve dense vegetation for deer, fox and nesting birds
- Preserve wildlife corridor to river

CONCEPT MASTER PLAN



- A
RIVERSIDE ACCESS
JETTY, ADA ACCESS
- B
RESTROOMS & PAVILION
- C
PLAYGROUND &
EQUIPMENT
- D
ADVENTURE PLAY ON
WEST SIDE OF 3RD
STREET
- E
PARKING & ENTRY
- F
STREETSCAPES,
SIDEWALKS & TRAIL
CONNECTIONS
- G
POND RESTORATION
- H
VIEWING PLATFORMS
- I
ADVENTURE BRIDGE
- J
LAWN AND GARDENS
- K
LANDFORMS AND
BOULDERS

PARK PHASING



- PHASE 1
NEIGHBORHOOD PARK
- PHASE 2
CIVIC GATHERING
- PHASE 3
RIPARIAN GREENWAY LINK

STRUCTURED PLAY



ID Sculpture Playground (5 and Up)



Tots Play (Ages 0-5)



Tots Play (Ages 0-5)

FREE PLAY



Activity Lawn



Hammock Grove

PARK FEATURES



Restroom



Park Benches and Trash Receptacles



Boulder Seating/Play

STRUCTURED PLAY



Climbing Playground

FREE PLAY

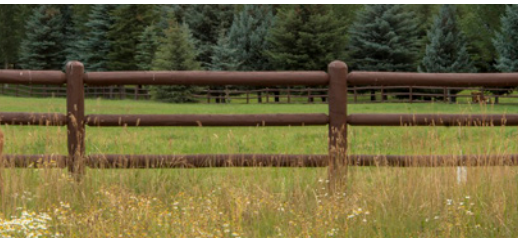


Slides, Tunnels, and Landforms

PARK FEATURES



Landforms and Boulders



Safety Fencing

PARK CHARACTER IMAGERY

CIVIC GATHERING

PHASE 1

ENTRY (STREET IMPROVEMENTS)



Arrival Gateway



Gravel On-Street Parking



Information and Wayfinding Signs

LATER PHASE

ENTRY



Parking Lot



Entry Signs



*Pedestrian/Bike
Entrance Gateway*

GATHERING



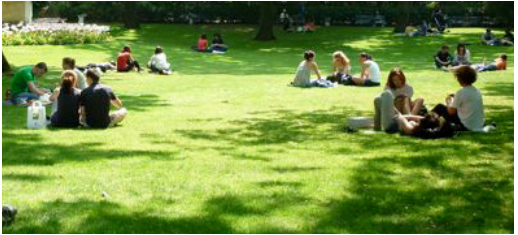
Community Pavilion



Pollinator Habitat Gardens



Picnic Areas



Small Community Lawn



Restroom

PARK CHARACTER IMAGERY

RIPARIAN GREENWAY

PHASE 1

FUTURE PHASE

RIVER'S EDGE



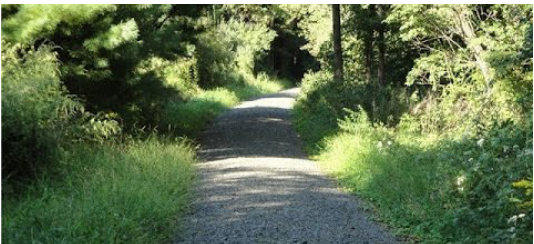
River Rock Steps/Seating



River's Edge Bench and ADA Accessible Overlook



Paved Trail to River



Gravel Loop Path

PONDS



Fishing Platforms



Pond Edge and Fish Habitat Improvements

FOREST & MEADOW



Meadow Seating



Nature Play Features

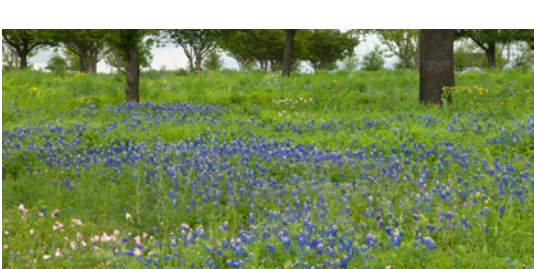


Tire Swings

FOREST & MEADOW



Learning Stations / Interactive Signs



Wildflower Planting



Wildlife Observation Hide

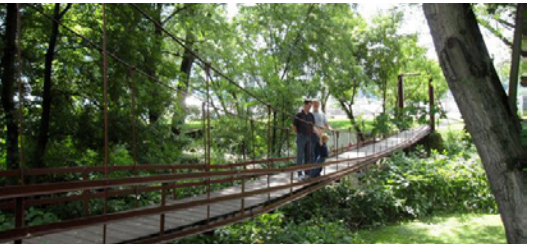
PONDS



Nature Observation Tower

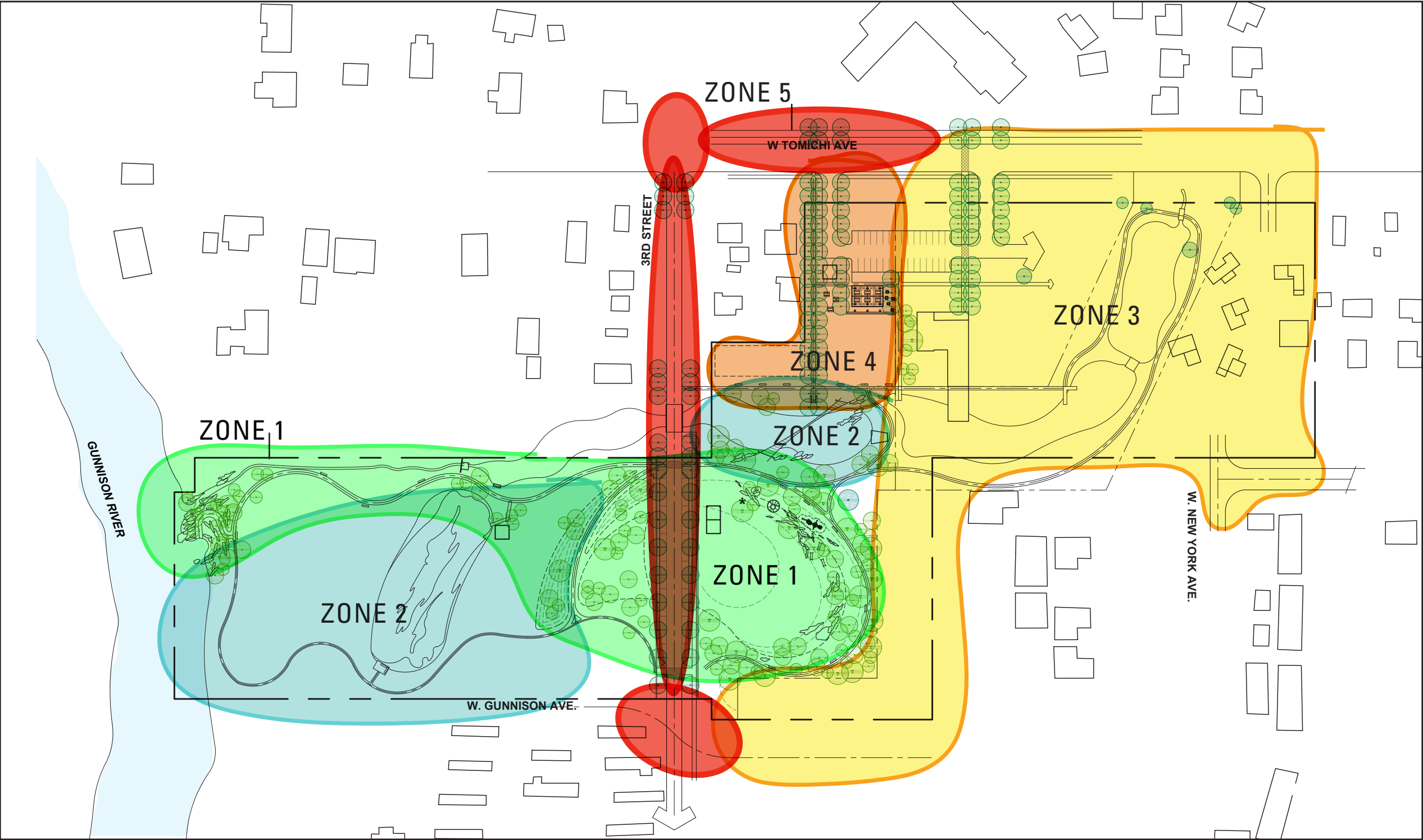


Enhanced Water's Edge



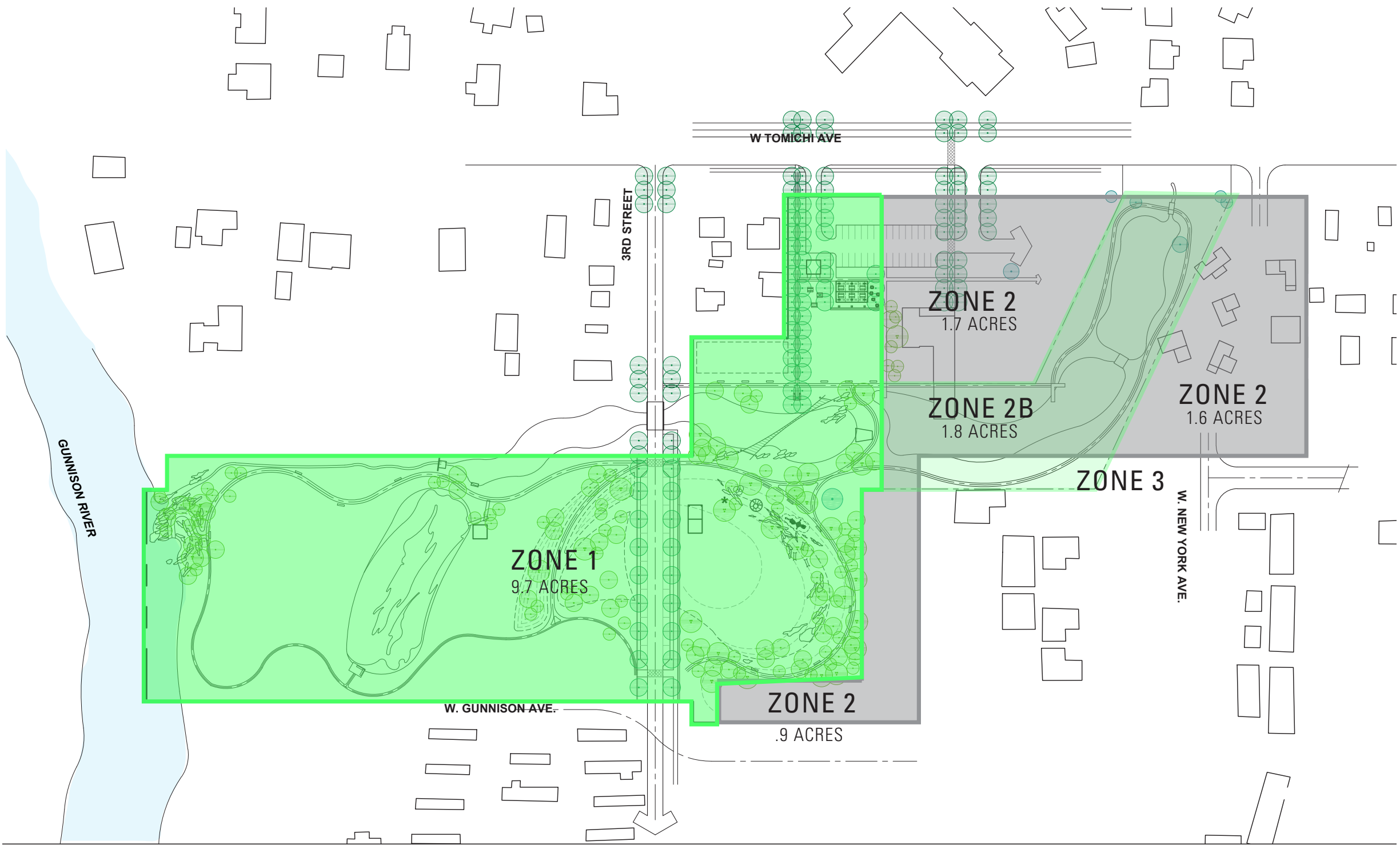
Adventure Bridge

PARK FINANCING ZONES / PHASING



- ZONE 1**
NEIGHBORHOOD PARK
- ZONE 2**
RIPARIAN GREENWAY LINK
- ZONE 3**
DEVELOPER RFP AND
ASSOCIATED PARK GREENWAY
- ZONE 4**
CIVIC GATHERING
- ZONE 5**
STREETSCAPES,
SIDEWALKS & TRAIL
CONNECTIONS

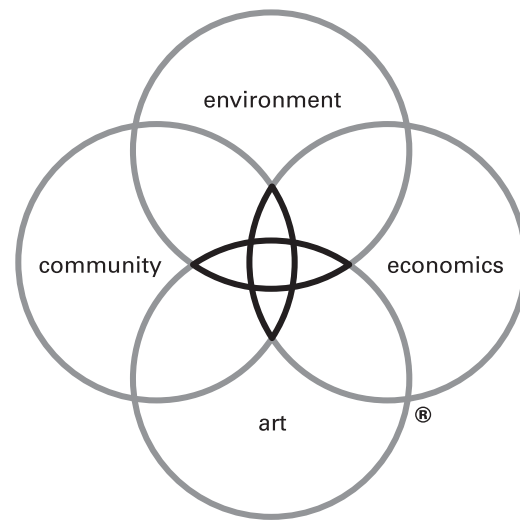
PROPERTY LAND DIVISION



- ZONE 1**
PARK PROPERTY (9.7 ACRES)
- ZONE 2**
DEVELOPABLE PROPERTY (4.2 ACRES)
- ZONE 2B**
PARK EASEMENT (1.8 ACRES)
- ZONE 3**
POTENTIAL ACCESS EASEMENT
(ALL ON 100YR. FLOOD PLAIN)
- TOTAL PARK AREA 11.5 ACRES**

MATERIALS QUANTITIES AND OPINION OF PROBABLE COST

Note: These numbers are based on conceptual planning documentation and is not a construction level budget but intended to provide a basis of probably costs for phasing of the project.	Note	Quantity	Unit	Unit Cost	Item Cost	Sub-Totals	Bonds & Insurance (2.2%)	Contractor General Conditions (5%)	Contractor OH/Profit (5%)	Change Order Contingency (10%)	Cost Escalation Contingency (5%)	Project Contingency (10%)	Gross Receipts Tax (1%)	Item with Contingency (DW)
	01 General Conditions (Overall Park Concept - Assume 1 Phase , Not ROW.)													
	Site Preparation	1	Lump Sum	\$35,000.00	\$35,000	\$35,000	\$770	\$1,750	\$1,750	\$3,500	\$1,750	\$3,500	\$350	\$48,370
	Erosion Control and Weed Management Plan	1	Lump Sum	\$25,000.00	\$25,000	\$25,000	\$550	\$1,250	\$1,250	\$2,500	\$1,250	\$2,500	\$250	\$34,550
	Permits and Fees	1	Lump Sum	\$11,000.00	\$11,000	\$11,000	\$242	\$550	\$550	\$1,100	\$550	\$1,100	\$110	\$15,202
	Traffic Control	1	Lump Sum	\$5,000.00	\$5,000	\$5,000	\$110	\$250	\$250	\$500	\$250	\$500	\$50	\$6,910
	Construction Surveying	1	Lump Sum	\$12,000.00	\$12,000	\$12,000	\$264	\$600	\$600	\$1,200	\$600	\$1,200	\$120	\$16,584
	Quality Control Testing/Special Inspections	1	Lump Sum	\$15,000.00	\$15,000	\$15,000	\$330	\$750	\$750	\$1,500	\$750	\$1,500	\$150	\$20,730
	Temporary Services	1	Lump Sum	\$8,000.00	\$8,000	\$8,000	\$176	\$400	\$400	\$800	\$400	\$800	\$80	\$11,056
	Subtotal - General Conditions					\$111,000								\$153,402
02 PHASE 1 - BASE SCOPE														
EXISTING CONDITIONS														
Demolition	pavement, structures, etc	0	Square Feet	\$2.25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Clearing and Grubbing	vegetation / softscape	57,600	Square Feet	\$0.20	\$11,520	\$11,520	\$253	\$576	\$576	\$1,152	\$576	\$1,152	\$115	\$15,921
Tree Protection Fencing		1	Lump Sum	\$5,000.00	\$5,000	\$5,000	\$110	\$250	\$250	\$500	\$250	\$500	\$50	\$6,910
HARDSCAPE (Paving, ramps, curbs, stairs, walls, etc)														
ADA Crossing	Dimpled Iron	2	Each	\$400.00	\$800	\$800	\$18	\$40	\$40	\$80	\$40	\$80	\$8	\$1,106
Concrete Path (6' wide) *Target 8' wide	5" conc + Base Course	935	Linear Feet	\$44.00	\$41,140	\$41,140	\$905	\$2,057	\$2,057	\$4,114	\$2,057	\$4,114	\$411	\$56,855
Gravel Path (4' wide)	4" Crusher Fines	1,300	Linear Feet	\$14.00	\$18,200	\$18,200	\$400	\$910	\$910	\$1,820	\$910	\$1,820	\$182	\$25,152
Parking Along Side of Road	Minor Improvements	1	Lump Sum	\$7,000.00	\$7,000	\$7,000	\$154	\$350	\$350	\$700	\$350	\$700	\$70	\$9,674
Playground	Wood Chips + Fabric	2,400	Square Feet	\$2.00	\$4,800	\$4,800	\$106	\$240	\$240	\$480	\$240	\$480	\$48	\$6,634
GRADING UTILITIES AND DRAINAGE														
Rough Grading		12,000	Square Feet	\$2.50	\$30,000	\$30,000	\$660	\$1,500	\$1,500	\$3,000	\$1,500	\$3,000	\$300	\$41,460
Finish Grading (top-soil costs in Landscape below)		57,600	Square Feet	\$0.15	\$8,640	\$8,640	\$190	\$432	\$432	\$864	\$432	\$864	\$86	\$11,940
Pond #3 Dredging	Average 3.5' Excavation	2,500	CY	\$15.00	\$37,500	\$37,500	\$825	\$1,875	\$1,875	\$3,750	\$1,875	\$3,750	\$375	\$51,825
Pond #3 Edge Habitat Improvements	Plugs, sculpting, Log Hides	530	LF	\$11.00	\$5,830	\$5,830	\$128	\$292	\$292	\$583	\$292	\$583	\$58	\$8,057
Fire Hydrant (Are we going to be required to add for Ph1?)		0	Each	\$6,000.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Restroom Water Service on Existing Water Main		1	Lump Sum	\$5,500.00	\$5,500	\$5,500	\$121	\$275	\$275	\$550	\$275	\$550	\$55	\$7,601
Restroom Sewer Service on Existing Sewer Main		1	Lump Sum	\$4,500.00	\$4,500	\$4,500	\$99	\$225	\$225	\$450	\$225	\$450	\$45	\$6,219
STRUCTURES, PLAYGROUND ELEMENTS, FURNISHINGS														
Restroom Structure		1	Each	\$75,000.00	\$75,000	\$75,000	\$1,650	\$3,750	\$3,750	\$7,500	\$3,750	\$7,500	\$750	\$103,650
Playground Feature 1 (IDSculpture Feature)		1	Each	\$35,000.00	\$35,000	\$35,000	\$770	\$1,750	\$1,750	\$3,500	\$1,750	\$3,500	\$350	\$48,370
Playground Minor Features		6	Each	\$3,500.00	\$21,000	\$21,000	\$462	\$1,050	\$1,050	\$2,100	\$1,050	\$2,100	\$210	\$29,022
Boulders		150	Ton	\$250.00	\$37,500	\$37,500	\$825	\$1,875	\$1,875	\$3,750	\$1,875	\$3,750	\$375	\$51,825
Trash Receptacle		1	Each	\$1,000.00	\$1,000	\$1,000	\$22	\$50	\$50	\$100	\$50	\$100	\$10	\$1,382
Benches		3	Each	\$1,500.00	\$4,500	\$4,500	\$99	\$225	\$225	\$450	\$225	\$450	\$45	\$6,219
LANDSCAPE														
Turf Lawn (Seed)		27,000	Square Feet	\$0.19	\$5,130	\$5,130	\$113	\$257	\$257	\$513	\$257	\$513	\$51	\$7,090
Top-soil	Assume 4" Screened	365	Cubic Yards	\$75.00	\$27,375	\$27,375	\$602	\$1,369	\$1,369	\$2,738	\$1,369	\$2,738	\$274	\$37,832
Mulch at plantings / trees		0	Cubic Yards		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trees	3" Decide Typ.	18	Each	\$1,500.00	\$27,000	\$27,000	\$594	\$1,350	\$1,350	\$2,700	\$1,350	\$2,700	\$270	\$37,314
Native Reveg.	Hydro-Seed	17,390	Square Feet	\$0.30	\$5,217	\$5,217	\$115	\$261	\$261	\$522	\$261	\$522	\$52	\$7,210
Irrigation - assumed only for Lawn	No Pump Assumed	27,000	Square Feet	\$1.15	\$31,050	\$31,050	\$683	\$1,553	\$1,553	\$3,105	\$1,553	\$3,105	\$311	\$42,911
Subtotal - Phase 1 Base Scope						\$450,202				\$550,147				\$622,179



DW LEGACY DESIGN®

We believe that when environment, economics, art and community are combined in harmony with the dictates of the land and needs of society, magical places result — sustainable places of timeless beauty, significant value and enduring quality, places that lift the spirit.

Design Workshop is dedicated to creating Legacy projects: for our clients, for society and for the well-being of our planet.



IOOF Park Improvements City Council Information Packet

19 July 2018

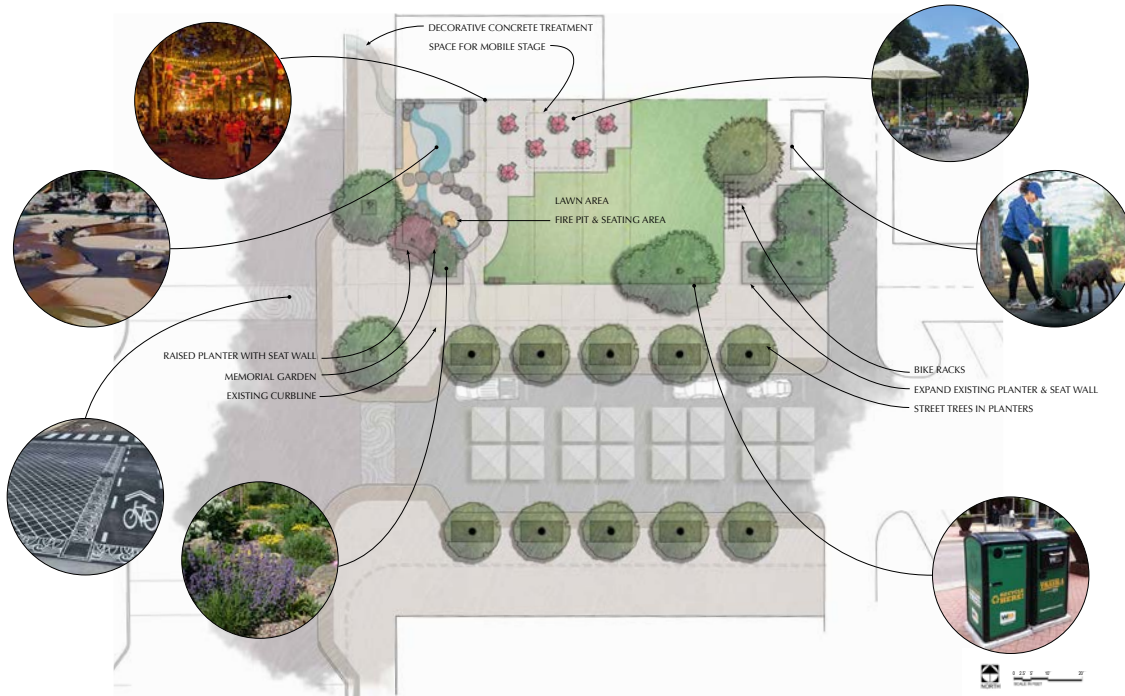
The design process for the IOOF Park improvements is well underway. The design team and City staff have hosted multiple public outreach events and have received great input from the community to help guide the design of the park improvements.

Summary of Public Outreach:

- **Public Input #1** – Three separate events were hosted in order to reach a broad range of community members. The first outreach opportunity was held at the IOOF Park during the weekday, the second opportunity was at the Chamber event hosted at IBAR Ranch on a weekday evening and finally at the Growler event held at the IOOF park on a weekend day. Participants were invited to view and vote on several images representing a wide range of potential park improvements. Participants were also offered comment cards and the opportunity to talk directly with the design team members and City staff to voice their preferences.
- **Public Input #2** – After meeting with City staff and stakeholders, the design team narrowed down the design to two alternatives that were presented to the community during two separate outreach events. The first was held on site at IOOF Park on a weekday evening and the second was at the Farmers Market on a Sunday. Participants were presented with two conceptual alternatives and support graphics and asked to vote on their favorite concept and their favorite elements within each concept. There was strong consensus for one of the two concepts and the design team has moved forward to further develop the details for this concept, integrating some of the preferred elements from both alternatives.

Highly Desired Park Elements & Ideas

- Interactive water feature / Climbing boulder
- Fire pit with gathering space
- String lights
- Updated site furnishing
- Integrating art & story telling
- Stage / performance space



IOOF POCKET PARK

CITY OF GUNNISON, COLORADO

CONCEPT 1 - GUNNISON DITCHES

June 28, 2018



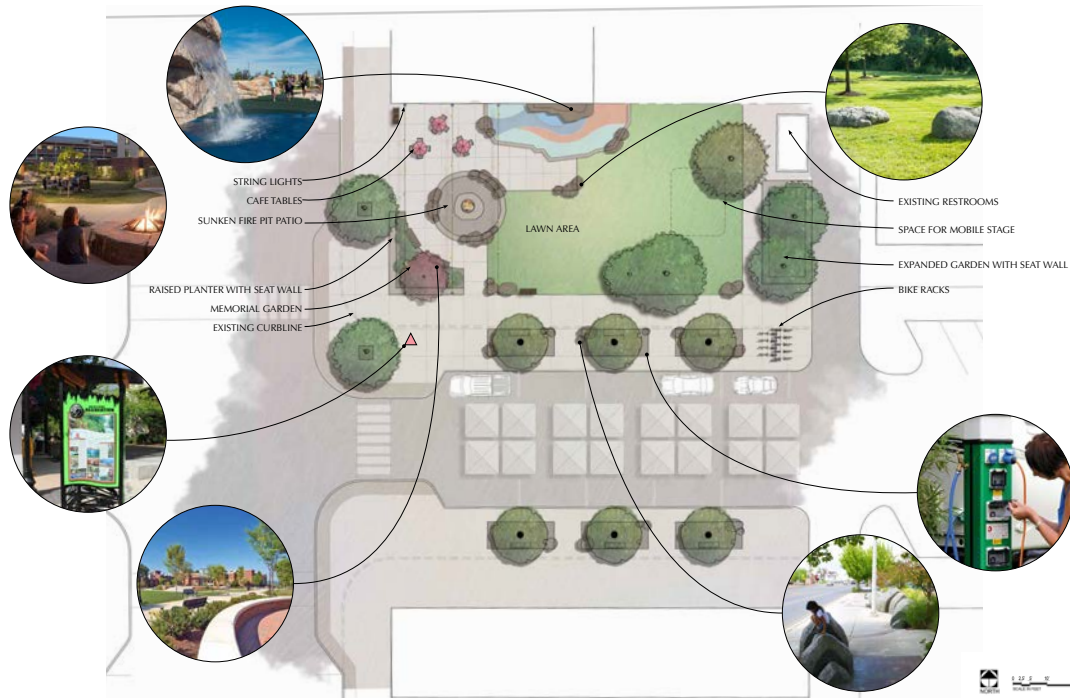
IOOF POCKET PARK

CITY OF GUNNISON, COLORADO

CONCEPT 1 - BIRD'S EYE SKETCH

June 28, 2018





IOOF POCKET PARK

CITY OF GUNNISON, COLORADO

CONCEPT 2 - ROCK GARDEN

June 28, 2018



IOOF POCKET PARK

CITY OF GUNNISON, COLORADO

CONCEPT 2 - BIRD'S EYE SKETCH

June 28, 2018



- **Mural** - In addition to plan concepts for the park space, several ideas have been presented for the treatment of the mural wall.



Existing Mural Wall



Concept 1. Re-Touch Existing Mural



Concept 2. Illustrative Map Mural
Art Credit - James Norburn



Concept 3. Line Map Over Themed Mural Background



Concept 4. Local Landscape Art Mural With Integrated Climbing Wall
Photo Credit - Atlas by Photography, Open Your Eye Gallery



Concept 5. Ranching Themed Mural With Solar Panels



IOOF POCKET PARK
CITY OF GUNNISON, COLORADO

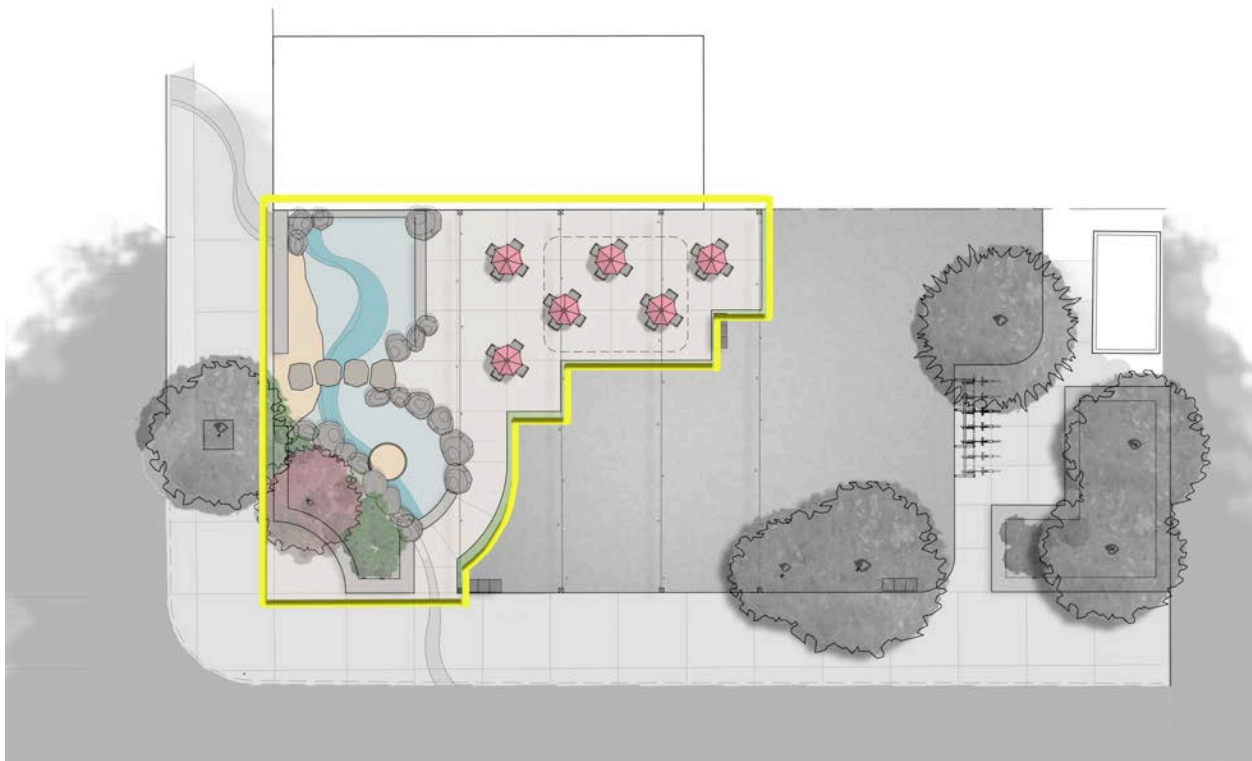
MURAL WALL CONCEPTS

June 28, 2018



The concept of integrating art that represents the local landscape with a 3-dimensional site element, such as a climbing boulder, received the most interest. It is our recommendation that the City issue an RFP for artists to work on this mural and allow individual artists to fully express their creativity in a way that represents Gunnison and engages park visitors.

Costs – Phase 1



	PHASE 1 - COST ESTIMATE SUMMARY*:	TOTAL
A	HARDSCAPE / DRAINAGE	\$126,170.00
B	SITE WORK	\$6,800.00
C	IRRIGATION SYSTEM	\$3,275.00
D	LANDSCAPING	\$3,025.00
E	TOTAL	\$139,270.00
F	CONTINGENCY (5%)	\$6,963.50
G	CM FEES	\$20,000.00
PHASE 1 GRAND TOTAL:		\$166,233.50

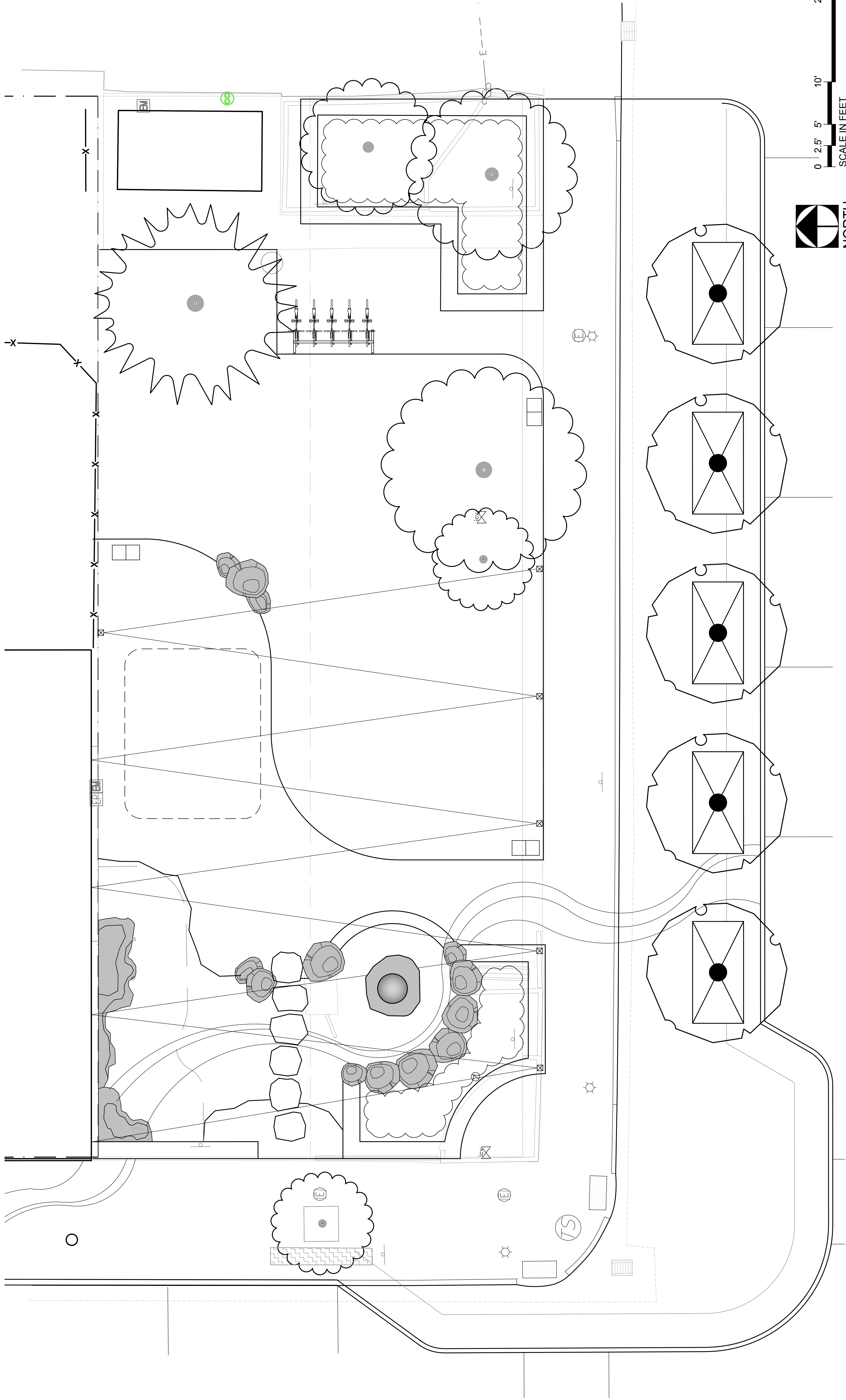
*See attached for detailed cost spreadsheets.

Costs – Full Build-Out



	FULL BUILD-OUT - LANDSCAPE & PARK HARDSCAPE COST ESTIMATE SUMMARY*:	TOTAL
A	HARDSCAPE / DRAINAGE	\$169,240.00
B	SITE WORK	\$6,800.00
C	SITE FURNISHINGS	\$16,700.00
D	IRRIGATION SYSTEM	\$3,900.00
E	LANDSCAPING	\$29,275.00
F	VIRGINIA & MAIN BULB-OUTS & CROSSWALKS (NE)	\$85,867.50
G	VIRGINIA & MAIN BULB-OUTS & CROSSWALKS (SE)	\$87,771.50
	SUB TOTAL	\$399,554.00
	CONTINGENCY (5%)	\$19,977.70
	CM FEES (15%)	\$59,933.10
FULL BUILD-OUT GRAND TOTAL:		\$479,464.80

*See attached for detailed cost spreadsheets.



IOOF POCKET PARK

CITY OF GUNNISON, COLORADO

DRAFT PREFERRED PLAN

July 19, 2018



CITY OF GUNNISON - IOOF POCKET PARK
CONCEPTUAL LEVEL OPINION OF COSTS FOR SITE AND LANDSCAPE IMPROVEMENTS

IOOF Pocket Park - Phase 1

City of Gunnison

Estimate 7.16.2018

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
A	HARDSCAPE / DRAINAGE				
1	BOULDERS: Provide and Install boulders within landscape and for use as seating & climbing elements. Boulders to be surface material of select size and shape. <i>(Boulder Allowance - \$300/TN, to include Delivery)</i>	TNS	40	\$ 450.00	\$ 18,000.00
2	CONCRETE TERRACE : Provide and Install Architectural concrete patio as specified.	SF	1140	\$ 12.50	\$ 14,250.00
3	RIVER / CREEK FEATURE : Provide and Install reinforced concrete water feature, integrated into Fire Pit Terrace, <i>Includes reinforced concrete, entire vaulted, floor and walls. Water system will function as existing system. Flow through.....non recirculating.</i>	LS	1	\$ 28,000.00	\$ 28,000.00
4	FIRE PIT TERRACE: Provide and Install Fire Pit over concrete - Price includes Concrete Fire Pit Structure and all related masonry, includes Gas Firepit burner insert, fire media infill and automatic electric ignition and integrated timer.	LS	1	\$ 18,000.00	\$ 18,000.00
5	STONE MASONRY STEPS: Provide and Install masonry steps at Fire Pit and water feature play area entry.	LS	1	\$ 2,800.00	\$ 2,800.00
6	MASONRY SEAT WALL: Provide & Install as specified 18" Tall x 20" wide - Stone veneer to match boulders Front planter bed.	LF	56	\$ 270.00	\$ 15,120.00
7	CLIMBING ELEMENT: Provide & Install custom built climbing elemnt by ID Sculpture along exterior wall of the Twisted Fork. To Include 300 Sf of poured in place rubber for 'Fall Zone'. Will include location for water fall into water play area (Allowance)	LS	1	\$ 30,000.00	\$ 30,000.00
8	LIGHTING ELEMENT: Provide & Install steel posts and cables to support eddison style lighting over terrace and lawn area. (Allowance) <i>City to provide power</i>	LS	1	\$ 5,000.00	\$ 5,000.00
	HARDSCAPE / DRAINAGE SUB-TOTAL				\$ 126,170.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
B	SITE WORK				
1	CLEARING AND DEMO: Provide clearing, demolition, and disposal of existnig hardscape elemnts that are proposed to be removed as specified. (Allowance)	LS	1	\$ 3,000.00	\$ 3,000.00
2	FINE GRADING: Establishing final grade as specified, in preparation for installation of top soil (Allowance)	LS	1	\$ 500.00	\$ 500.00

City of Gunnison
Preliminary Estimate
IOOF Pocket Park

CITY OF GUNNISON - IOOF POCKET PARK
CONCEPTUAL LEVEL OPINION OF COSTS FOR SITE AND LANDSCAPE IMPROVEMENTS

3	COMPACTED BASE: Provide and install base material as specified at all areas to receive hardscape. (Allowance)	CY	20	\$ 150.00	\$ 3,000.00
4	PROTECTION OF EXISTING VEGETATION: Provide as specified, where needed - (Allowance)	LS	1	\$ 300.00	\$ 300.00
SITE WORK SUB-TOTAL					\$ 6,800.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
C	IRRIGATION SYSTEM				
1	Irrigation System: Provide and Install Permanent Irrigation System - <i>To use existing irrigation and make revisions as necessary.</i>	LS	1	\$ 2,650.00	\$ 2,650.00
2	DRAINAGE SLEEVES: Provide & Install as specified and/or as needed.	LF	50	\$ 12.50	\$ 625.00
IRRIGATION SYSTEM SUB-TOTAL					\$ 3,275.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
D	LANDSCAPING INSTALLATIONS				
1	PERENNIAL PLANTING ALLOWANCE: Provide and install, per plans and specifications.	LS	1	\$ 1,000.00	\$ 1,000.00
2	AMENDED TOP SOIL FOR BEDS: Provide and install, per plans and specifications (CY) <i>Pending quantity of stock-piled soil</i>	CY	5	\$ 150.00	\$ 750.00
3	MULCH: Provide and install, per plans and specifications over all planted beds	LS	1	\$ 150.00	\$ 150.00
4	TURF SOD: Provide and install where needed to make repairs to existing lawn(Allowance)	SF	500	\$ 2.25	\$ 1,125.00
LANDSCAPING SUB-TOTAL					\$ 3,025.00

	BASE BID SUMMARY:	CONTRACT AWARD
A	HARDSCAPE / DRAINAGE	\$ 126,170.00
B	SITE WORK	\$ 6,800.00
C	IRRIGATION SYSTEM	\$ 3,275.00
D	LANDSCAPING	\$ 3,025.00
E	TOTAL	\$ 139,270.00
F	CONTINGENCY (5%)	\$ 6,963.50
G	CM FEES	\$ 20,000.00
BASE BID GRAND TOTAL:		\$ 166,233.50

City of Gunnison
Preliminary Estimate
IOOF Pocket Park

CITY OF GUNNISON - IOOF POCKET PARK
CONCEPTUAL LEVEL OPINION OF COSTS FOR SITE AND LANDSCAPE IMPROVEMENTS

CONSTRUCTION NOTES:	
1	This is an Estimate for Construction Services and Management. Actual Project Costs are based on Sub-Contractor Agreements and/or time and materials. Any Budget over-runs or Change Orders must be approved by Owner or Owner Representative prior to execution.
2	Permanent power for irrigation controller to be provided by City and installed by liscensed electrician.
3	Dedicated water supply with Back Flow Valve to be provided by GC and must be instaled by Liscensed plumber.
4	Landscape / Hardscape layout to be field verified by City Representative 'On Site'.

CITY OF GUNNISON - IOOF POCKET PARK
CONCEPTUAL LEVEL OPINION OF COSTS FOR SITE AND LANDSCAPE IMPROVEMENTS

IOOF Pocket Park - Full Build-Out

City of Gunnison

Estimate 7.19.2018

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
A	HARDSCAPE / DRAINAGE				
1	BOULDERS: Provide and Install boulders within landscape and for use as seating & climbing elements. Boulders to be surface material of select size and shape. <i>(Boulder Allowance - \$300/TN, to include Delivery)</i>	TNS	40	\$ 450.00	\$ 18,000.00
2	CONCRETE TERRACE : Provide and Install Architectural concrete patio as specified.	SF	1840	\$ 12.50	\$ 23,000.00
3	RIVER / CREEK FEATURE : Provide and Install reinforced concrete water feature, integrated into Fire Pit Terrace, <i>Includes reinforced concrete floor recessed below grade and walls. Water system will function as existing system. Flow through....non recirculating. (sleeves provided for future revisions)</i>	LS	1	\$ 28,000.00	\$ 28,000.00
4	FIRE PIT TERRACE: Provide and Install Fire Pit over concrete - Price includes Concrete Fire Pit Structure and all related masonry, includes Gas Firepit burner insert, fire media infill and automatic electric ignition and integrated timer.	LS	1	\$ 18,000.00	\$ 18,000.00
5	STONE MASONRY STEPS: Provide and Install masonry steps at Fire Pit and water feature play area entry.	LS	1	\$ 2,800.00	\$ 2,800.00
6	MASONRY SEAT WALL: Provide & Install masonry seat wall at corner of Virginia and Main street - 18" Tall x 20" wide - Stone veneer to match boulders	LF	56	\$ 270.00	\$ 15,120.00
7	MASONRY SEAT WALL: Provide & Install masonry seat wall at planter next to restroom facility - 18" Tall x 20" wide - Stone veneer to match boulders	LF	116	\$ 270.00	\$ 31,320.00
8	CLIMBING ELEMENT: Provide & Install custom built climbing elemnt by ID Sculpture along exterior wall of the Twisted Fork. To Include 700 SF of poured in place rubber for 'Fall Zone'. Will include location for water fall into water play area (Allowance)	LS	1	\$ 33,000.00	\$ 33,000.00
	HARDSCAPE / DRAINAGE SUB-TOTAL				\$ 169,240.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
B	SITE WORK				
1	CLEARING AND DEMO: Provide clearing, demolition, and disposal of existnig hardscape elemnts that are proposed to be removed as specified. (Allowance)	LS	1	\$ 3,000.00	\$ 3,000.00

CITY OF GUNNISON - IOOF POCKET PARK
CONCEPTUAL LEVEL OPINION OF COSTS FOR SITE AND LANDSCAPE IMPROVEMENTS

2	FINE GRADING: Establishing final grade as specified, in preparation for installation of top soil (Allowance)	LS	1	\$ 500.00	\$ 500.00
3	COMPACTED BASE: Provide and install base material as specified at all areas to receive hardscape. (Allowance)	CY	20	\$ 150.00	\$ 3,000.00
4	PROTECTION OF EXISTING VEGETATION: Provide as specified, where needed - (Allowance)	LS	1	\$ 300.00	\$ 300.00
SITE WORK SUB-TOTAL					\$ 6,800.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
C	SITE FURNISHINGS				
1	TRASH AND RECYCLING RECEPTICALS: Provide and Install Permanent Trash recepticals. <i>Style and Models TBD (Allowance)</i>	EA	6	\$ 700.00	\$ 4,200.00
2	BIKE RACK: Provide & Install - Style and Model TBD (Allowance)	EA	1	\$ 500.00	\$ 500.00
3	TABLE AND CHAIRS: Provide movable table and chairs. Style and Models TBD - 'Bryant Park' (Allowance)	EA	5	\$ 900.00	\$ 4,500.00
4	LIGHTING ELEMENT: Provide & Install 4" square powdercoated steel posts and cables to support eddison style lighting over terrace and lawn area. (Allowance) <i>City to provide power. Budget assumes that lights can be affixed to south side of adjacent building (Twisted Fork)</i>	LS	1	\$ 7,500.00	\$ 7,500.00
SITE FURNISHINGS SUB-TOTAL					\$ 16,700.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
D	IRRIGATION SYSTEM				
1	Irrigation System: Provide and Install Permanent Irrigation System - <i>To use existing irrigation and make revisions as necessary.</i>	LS	1	\$ 2,650.00	\$ 2,650.00
2	DRAINAGE SLEEVES: Provide & Install as specified and/or as needed.	LF	100	\$ 12.50	\$ 1,250.00
IRRIGATION SYSTEM SUB-TOTAL					\$ 3,900.00

	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	CONTRACT AMOUNT
E	LANDSCAPING INSTALLATIONS				
1	PERENNIAL PLANTING ALLOWANCE: Provide and install, per plans and specifications.	LS	1	\$ 2,000.00	\$ 2,000.00
2	AMENDED TOP SOIL FOR BEDS: Provide and install, per plans and specifications (CY) <i>Pending quantity of stock-piled soil</i>	CY	5	\$ 150.00	\$ 750.00
3	MULCH: Provide and install, per plans and specifications over all planted beds	LS	1	\$ 150.00	\$ 150.00

CITY OF GUNNISON - IOOF POCKET PARK
CONCEPTUAL LEVEL OPINION OF COSTS FOR SITE AND LANDSCAPE IMPROVEMENTS

4	TURF SOD: Provide and install new sod lawn (Allowance)	SF	1500	\$ 2.25	\$ 3,375.00
5	TREES IN TREE GRATES: Provide and install tree grates and frames, trees and incidentals per plans and specifications	EA	10	\$ 2,300.00	\$ 23,000.00
LANDSCAPING SUB-TOTAL					\$ 29,275.00

	FULL BUILD-OUT - LANDSCAPE & PARK HARDSCAPE COST ESTIMATE SUMMARY:	TOTAL
A	HARDSCAPE / DRAINAGE	\$ 169,240.00
B	SITE WORK	\$ 6,800.00
C	SITE FURNISHINGS	\$ 16,700.00
D	IRRIGATION SYSTEM	\$ 3,900.00
E	LANDSCAPING	\$ 29,275.00
F	VIRGINIA & MAIN BULB-OUTS & CROSSWALKS (NE)*	\$ 85,867.50
G	VIRGINIA & MAIN BULB-OUTS & CROSSWALKS (SE)*	\$ 87,771.50
	SUB TOTAL	\$ 399,554.00
	CONTINGENCY (5%)	\$ 19,977.70
	CM FEES (15%)	\$ 59,933.10
FULL BUILD-OUT BASE BID GRAND TOTAL:		\$ 479,464.80

CONSTRUCTION NOTES:	
1	This is an Estimate for Construction Services and Management. Actual Project Costs are based on Sub-Contractor Agreements and/or time and materials. Any Budget over-runs or Change Orders must be approved by Owner or Owner Representative prior to execution.
2	Permanent power for irrigation controller to be provided by City and installed by liscensed electrician.
3	Dedicated water supply and Double check Valve to be provided and instaled by Liscensed plumber.
4	City to provide gas and permanent electrical power to Fire Pit terrace
5	Landscape / Hardscape layout to be field verified by City Representative 'On Site'.

* See attached breakdown of engineering costs from SGM

ENGINEERS OPINION OF CONSTRUCTION COST

City of Gunnison
Virginia Ave & Main Street (Northeast Sector)
Bulb Outs and Cross Walks

BUDGETARY OPINION OF CONSTRUCTION COST July 17, 2018

Estimated Quantity	Unit	CONTRACT ITEM	UNIT PRICE	TOTAL PRICE
1	EACH	REMOVAL OF INLET	\$1,200.00	\$1,200.00
170	LF	REMOVAL OF CURB AND GUTTER	\$8.00	\$1,360.00
170	SY	REMOVAL OF SIDEWALK (Include removal of detectable warning pads)	\$8.00	\$1,360.00
305	SY	REMOVAL OF ASPHALT MAT	\$7.50	\$2,287.50
2	EACH	RESET GROUND SIGN	\$280.00	\$560.00
50	TON	AGGREGATE BASE COURSE (CLASS 6)	\$60.00	\$3,000.00
12	TON	HMA PAVEMENT (GRADING SX)(75)(PG 58-28)	\$175.00	\$2,100.00
2	EACH	NEW STORMWATER INLET	\$5,500.00	\$11,000.00
510	SY	CONCRETE SIDEWALK (6")	\$85.00	\$43,350.00
18	SY	CONCRETE CURB RAMP	\$95.00	\$1,710.00
24	SF	DETECTABLE WARNINGS	\$60.00	\$1,440.00
210	LF	CURB AND GUTTER TYPE 2 (SECTION II-M)	\$30.00	\$6,300.00
60	LF	12 In. DRAINAGE PIPE (CLASS1) (CIP)	\$110.00	\$6,600.00
12	GAL	EPOXY PAVEMENT MARKING	\$300.00	\$3,600.00

Total Opinion of Construction Cost: \$85,867.50

ENGINEERS OPINION OF CONSTRUCTION COST

City of Gunnison
Virginia Ave & Main Street (Southeast Sector)
Bulb Outs and Cross Walks

BUDGETARY OPINION OF CONSTRUCTION COST July 17, 2018

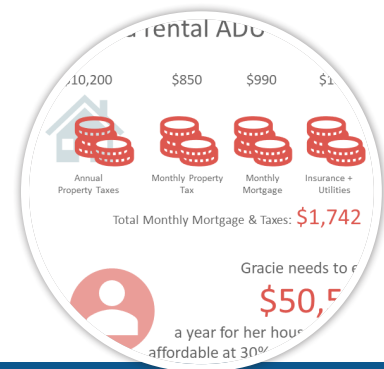
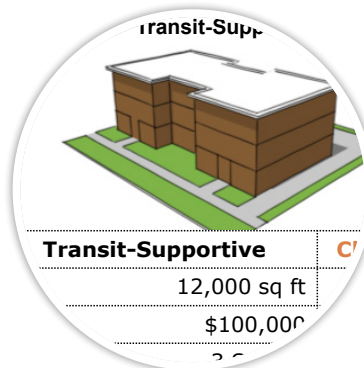
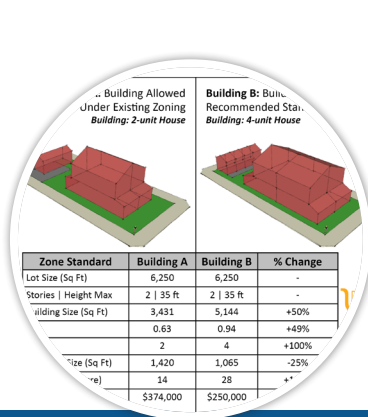
Estimated Quantity		Unit	CONTRACT ITEM	UNIT PRICE	TOTAL PRICE
1	EACH		REMOVAL OF INLET	\$1,200.00	\$1,200.00
170	LF		REMOVAL OF CURB AND GUTTER	\$8.00	\$1,360.00
333	SY		REMOVAL OF SIDEWALK (Include removal of detectable warning pads)	\$8.00	\$2,664.00
305	SY		REMOVAL OF ASPHALT MAT	\$7.50	\$2,287.50
2	EACH		RESET GROUND SIGN	\$280.00	\$560.00
60	TON		AGGREGATE BASE COURSE (CLASS 6)	\$60.00	\$3,600.00
10	TON		HMA PAVEMENT (GRADING SX)(75)(PG 58-28)	\$175.00	\$1,750.00
2	EACH		INLET TYPE R L5 (5 FOOT)	\$5,500.00	\$11,000.00
580	SY		CONCRETE SIDEWALK (6")	\$85.00	\$49,300.00
18	SY		CONCRETE CURB RAMP (TYPE 3B)	\$95.00	\$1,710.00
24	SF		DETECTABLE WARNINGS	\$60.00	\$1,440.00
210	LF		CURB AND GUTTER TYPE 2 (SECTION II-M)	\$30.00	\$6,300.00
20	LF		12 In. DRAINAGE PIPE (CLASS1) (CIP)	\$110.00	\$2,200.00
8	GAL		EPOXY PAVEMENT MARKING	\$300.00	\$2,400.00

Total Opinion of Construction Cost: \$87,771.50

Land Development Code Diagnosis

Identify Housing Development Barriers for Market-Based Development
and Deed Restricted Affordable Housing

Gunnison, Colorado



Initial Zoning Code Standards Review: Preliminary Findings and Recommendations



General Observations

Smaller Housing Units are the Future

In a series of focus groups, a consistent theme emerged: the market is demanding smaller housing options, both because of shrinking family sizes (a national and local trend), but also because rapidly escalating housing costs limits the amount of house a typical person or family can afford. These market trends are in conflict with the current LDC standards, however, which are low density and offer a relatively narrow range of development options.

Permit Affordability by Design (Like We Used To)

Gunnison, like most communities, has many examples of “missing middle” multi-unit houses in the older neighborhoods surrounding downtown. For many years, communities did not think twice about permitting small, multi-unit buildings near shopping, but in the 1950s and 1960s, new zoning standards became far more restrictive and it became illegal to build these more affordable housing types. Many places have recognized this lost opportunity and are again allowing “missing middle” housing types to be built.

Regulate Form Rather Than Use

Uses within a building change far more frequently than the buildings themselves. Many communities are shifting the emphasis of zoning regulations away from use-based (or Euclidian zoning), towards form-based zone standards. In the near term, we recommend Gunnison examine the zoning “use tables” to expand the uses allowed in several zones. Long-term, we recommend modifying the zoning standards further to emphasize form-based standards and/or adopt urban design guidelines in conjunction with a dramatic simplification of the use table, particularly in the commercial zones. A community discussion around specific design guidelines or form-based standards should be considered during the upcoming Comprehensive Plan process.

Expand On-Street Parking and Reduce Off-Street Parking Requirements

Several of the zoning recommendations below are to reduce off-street parking requirements, which are set to a very suburban level in the current LDC. Unnecessarily high parking standards add significantly to development costs (\$10,000-50,000 per space on average), and negatively impact affordability and building design. We recommend that reductions to off-street parking requirements are paired with an active program of striping new diagonal, on-street parking. There is an opportunity to add (stripe) significant numbers of new, efficient diagonal on-street parking spaces to Gunnison’s wide streets. On-street parking will also help calm traffic and increase pedestrian safety.

Landscaping is the Not the Same as Open Space

Landscaping requirements in several zoning codes are set high with the expectation that landscaped area can or will function like public open space or parks. The reality, however, is that private landscaping area often turns into empty grass areas that are not inviting for people to use, push buildings far from the street and use significant amounts of water. Another impact is that high landscaping requirements reduce the amount of the lot area that can be built on, which can undermine the financial feasibility of many desired building types.

Allow Reduced Setbacks on Certain Streets with Wide Rights-of-Way

Wide rights of way, when combined with the setback standards in certain zones (and on corner lots in particular), can result in buildings being set far back from the sidewalk. Not all streets will need to be expanded beyond their current curb-to-curb dimensions and landscaping areas within the right of way can be 10-25 feet currently. So, for lots on certain streets with particularly

General Observations

wide right-of-way, the City should consider allowing reduced setbacks. This is particularly important on corner lots where front setback requirements impact two sides of a lot, and in commercial and multifamily zones where the community may want buildings closer to the sidewalk and more accessible to pedestrians.

Regulate Changes to Existing Buildings Differently Than New Buildings

Building codes consider new construction, but rarely account for the complexity and cost of retrofitting older structures. While retrofitting an existing building can be the most cost-effective way to deliver more affordable housing or commercial space, overly burdensome building code standards often prevent investment or encourage the tear-down of historic buildings. Many cities have created a two-track building code review and enforcement process that relaxes certain standards for remodels or a change of use requests in existing structures. This enables historic buildings to receive much needed investment and be preserved, where otherwise, an owner may find that it makes more economic sense to demolish the building and build new.

Adopt Basic Commercial Frontage Standards to Ensure an Active Street Front

Simple frontage standards should be adopted to ensure a better relationship of buildings to the sidewalk. Current commercial zones, like C and B-1, allow commercial buildings to be set far back from the sidewalk, which discourages pedestrian activity. We will prepare a set of effective, yet flexible commercial frontage requirements. These standards will include elements such as: the percentage of building frontage that must be located near the sidewalk edge and the percentage of that frontage that must have transparent windows.

Other Items

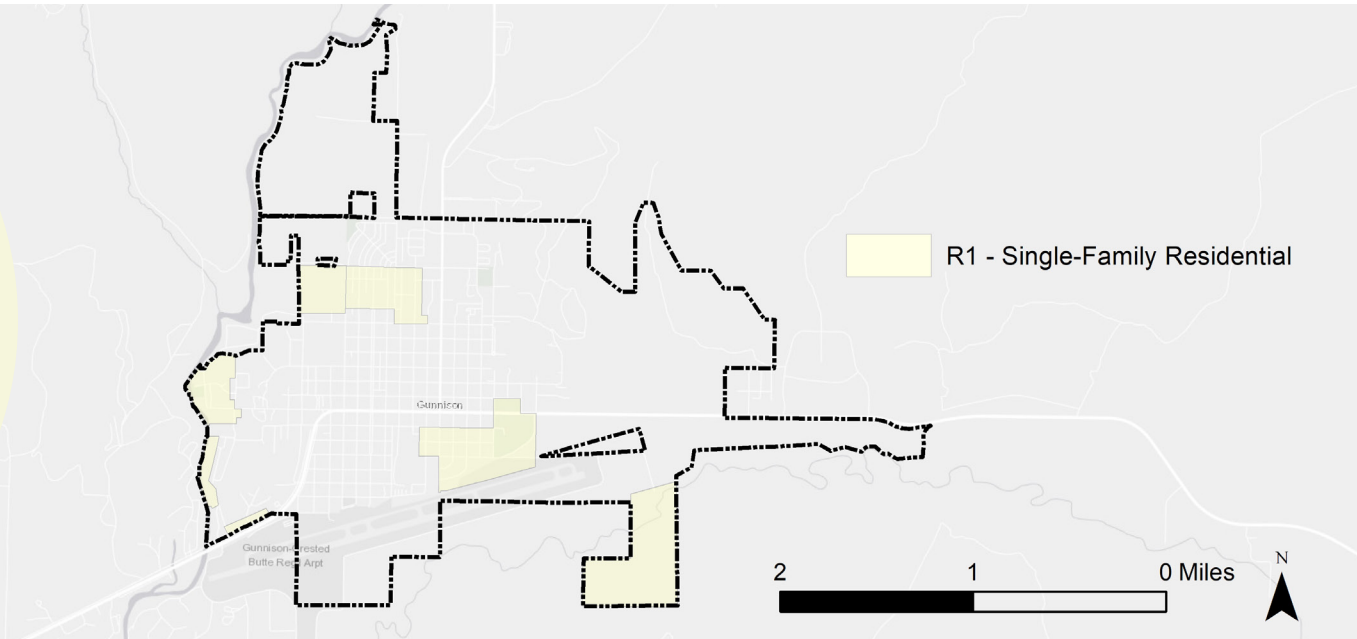
Building Code

While we are not scoped to analyze the building code for affordability-related changes, we did hear several times in our interviews with community stakeholders that some of the new building code requirements are adding significantly to costs. In particular, the requirement to include fire suppression sprinklers in attached (townhome-style) buildings is very costly. We understand that City staff are pursuing a tweak to the building code to address this issue for buildings with up to 3-units. We support this effort, but we also recommend the City pursue a change to address this issue in building with up to 4 units.

Federal lending standards define a house as having 1-4 units, so conventional residential loans can be used to purchase homes with between 1 and 4 units. Building code standards should be aligned to support easy financing and purchase of 4-unit homes. These are often one of the most cost effective style of rental and owner units in small communities - and the zoning code can ensure that they fit the scale of existing neighborhoods.

R-1: Single-Family Residential

R-1



R-1 Zone Standards

	Existing	Proposed
Permitted Uses	SF, Manufactured Homes	+ ADUs
Height	35'	No Change
Max Density (DU/Acre)	3.5	3.5 + ADU = 7 (No Duplex; only ADU permitted)
Minimum Lot Size	8,000	No Change
Maximum Lot Coverage	40% per structure; 10% parking/access	50% combined
Landscaping	50%	40%
Lot Frontage	50'	No Change
Setbacks	15' (F), 10' (S), 10'(R)	No Change
Minimum Building Width	24'	20'
Parking	SFR: 2/unit	SFR: 2/unit, ADU: 0/unit

R-1: Single-Family Residential

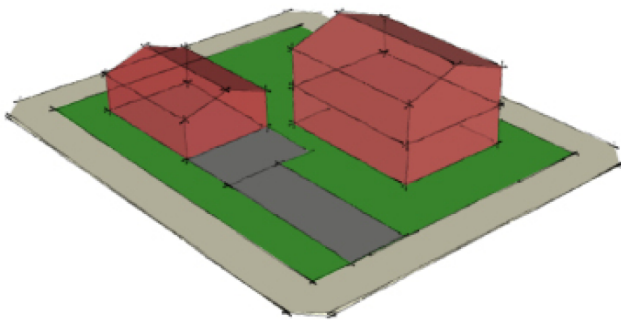
Findings and Recommendations

Proposed modifications to the R-1 zone are minor, and would allow for the addition of an ADU.

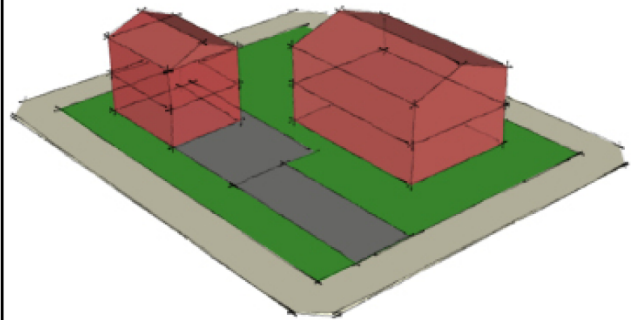
- Allow 1 ADU per site to increase workforce housing options without impacting neighborhood scale

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-unit House



Building B: Building Allowed Under Recommended Standards
Building: 1-unit House plus ADU



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	8,000	8,000	-
Stories Height Max	2 35 ft	2 35 ft	-
Building Size (Sq Ft)	2,500	2,400 + 500	+16%
Lot Coverage	45%	50%	+11%
Units	1	2	+100%
Density (DU/Acre)	5.5	11	+100%
Market Feasible Sales Price (\$)	\$425,000	\$516,000	+21%
Household Income Needed for Primary Unit to be "Affordable" (\$/yr)	\$91,000	\$78,800* (Offset by ADU Rent)	-13%

\$48,000 - Median Income
Gunnison Co. 2015

Adds 500 sqft ADU over garage while not exceeding impervious coverage limits.

Doubles allowable units from 1 to 2 but still presents single-family frontage to street.

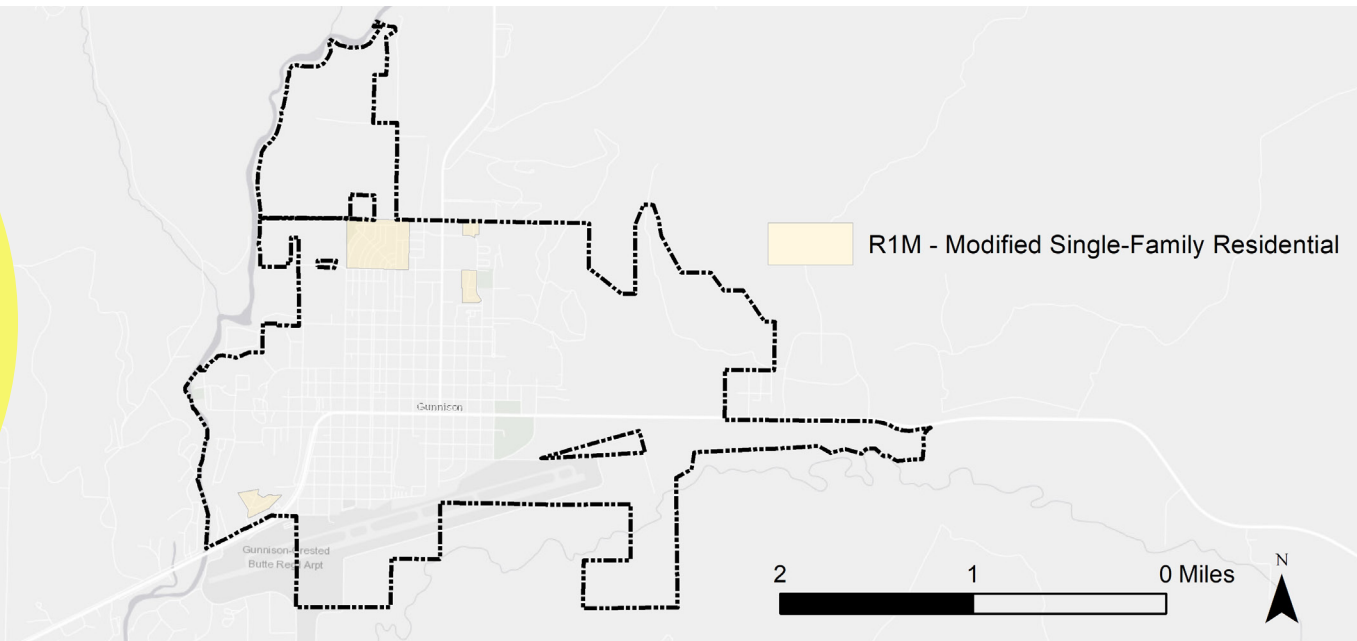
Increase in purchase price is more than offset by revenue from rental income.

* Assumes \$800 monthly rent from ADU

ADU affordable at 80% of AMI

R-1M: Single Family Residential - Modified

R-1M



R-1 Zone Standards	Existing	Proposed
Permitted Uses	SF, Manufactured Homes	+ ADUs
Height	35'	No Change
Max Density (DU/Acre)	6.0	7.0 + ADU = 14 (No Duplex; only ADU permitted)
Minimum Lot Size	6,250 (Density limits results in effective minimum lot area of 7,260)	No Change
Maximum Lot Coverage	40% per structure; 10% parking/access	60% combined
Landscaping	50%	40%
Lot Frontage	50'	No Change
Setbacks	15' (F), 10' (S), 10'(R)	No Change
Minimum Building Width	24'	20'
Parking	SFR: 2/unit	SFR: 2/unit, ADU: 0/unit

R-1: Single Family Residential - Modified

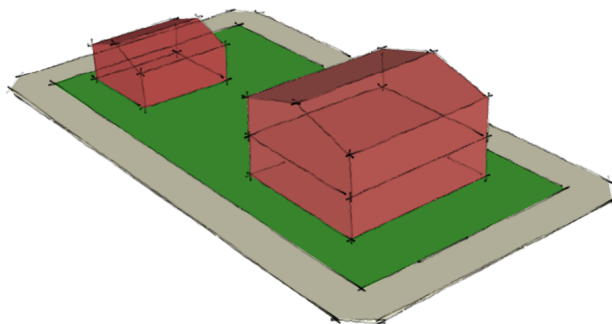
Findings and Recommendations

Proposed modifications to the R-1M zone are minor, and would allow for the addition of an ADU.

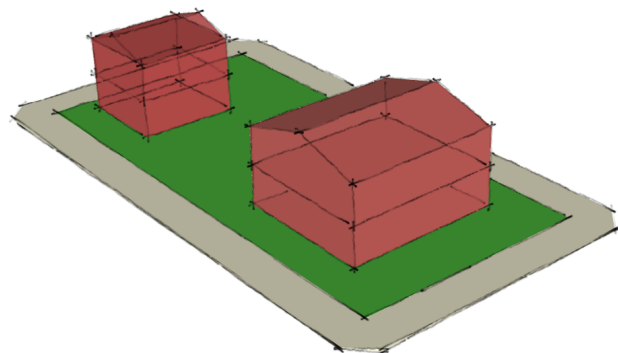
- Density limits and minimum lot size are not compatible. Density limits of 6 units per acre result in an effective lot size of 7,260 square feet not the allowed 6,250.
- Allow 1 ADU per site to increase workforce housing options without impacting neighborhood scale
- Increase the lot coverage maximums 10% to allow for ADU

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-unit House



Building B: Building Allowed Under Recommended Standards
Building: 1-unit House plus ADU



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	6,250 (Not technically legal given density limits)	6,250	-
Stories Height Max	2 35 ft	2 35 ft	-
Building Size (Sq Ft)	2,500	2,400 + 500	+16%
Lot Coverage	50%	50%	-
Units	1	2	+100%
Density (DU/Acre)	7 (6 allowed)	14	+100%
Market Feasible Sales Price (\$)	\$410,000	\$355,000	+13%
Household Income Needed for Primary Unit to be "Affordable" (\$/yr)	\$78,000	\$65,000* (Offset by ADU Rent)	-17%

\$48,000 - Median Income
Gunnison Co. 2015

Adds 500 sqft ADU over garage without increase in height.

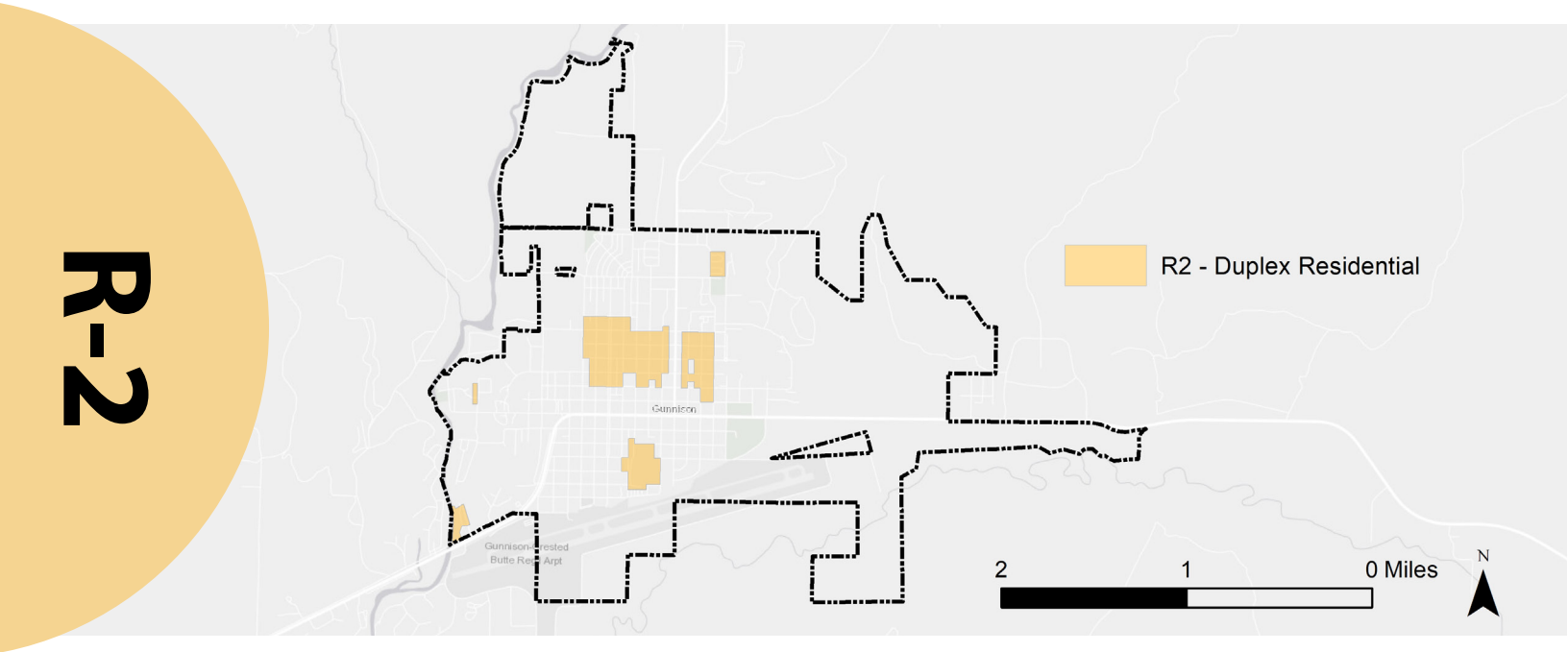
Doubles allowable units from 1 to 2 but is still single-family frontage to street.

Increase in purchase price is more than offset by revenue from rental income.

ADU affordable at 80% of AMI

* Assumes \$800 monthly rent from ADU

R-2: Duplex Residential



R-2 Zone Standards	Existing	Proposed
Permitted Uses	SF, Duplex, ADU, Manufactured Homes, Zero Lot line Homes	No Change
Height	35'	No Change
Max Density (DU/Acre)	14	21
Minimum Lot Size	6,250 for SF; 3125 for Duplex (per unit)	6,250
Maximum Lot Coverage	40% - Structure; 15% - parking/access	60% combined
Landscaping	45%	40%
Lot Frontage	SF: 50'; Duplex: 25' per unit	50' - Simplified
Setbacks	15' (F), 5' (S), 5'(R)	No Change
Minimum Building Width	20'	No Change
Parking	SF/Duplex: 2/unit. ADU requires additional space	SFR: 2/unit, Duplex: 1/unit, ADU: 0/unit

R-2: Duplex Residential

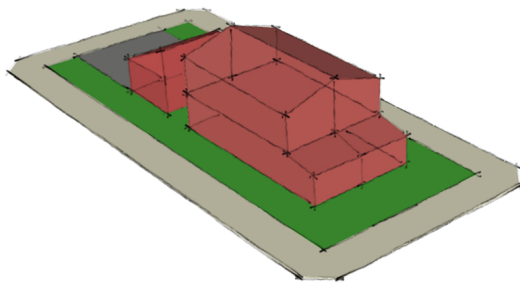
Findings and Recommendations

The R-2 zone is currently mapped close to downtown and major commercial corridors. Though ADUs and duplexes are allowed, maximum density of 14 units per acre means that both cannot be built on a standard 50' x 125' lot. It is recommended that incremental density increases be allowed in order to capitalize on the walkable, amenity-rich neighborhoods where this zone already exists.

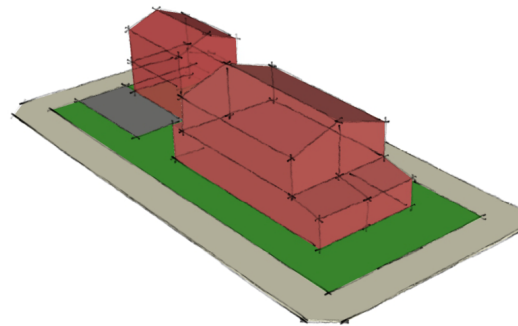
- Increase maximum allowable density to allow two primary and one secondary unit on 50' x 125' lots
- Reduce minimum landscaping requirement to alleviate space constraints for ADUs

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: Duplex



Building B: Building Allowed Under Recommended Standards
Building: Duplex with ADU



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	6,250	6,250	-
Stories Height Max	2 35 ft	2 35 ft	-
Building Size (Sq Ft)	3,000	3,200	+7%
Lot Coverage	48%	50%	+4%
Units	2	3	+50%
Avg. Unit Size (Sq Ft)	1,500	1,350 + 500 ADU	-10%
Density (DU/Acre)	14	21	+50%
Market Feasible Rent Price (\$/mo)	\$1,875	\$1,620 (ADU \$800)	-14%
Household Income Needed for Primary Unit to be "Affordable" (\$/yr)	\$56,250	\$48,600 (ADU \$24,000)	-14%

\$48,000 - Median Income
Gunnison Co. 2015

1 additional unit allowed by right.

Ability to build two units and one additional smaller unit size provides deeper affordability.

R-2M: 4-Unit House Residential

This zone district is established to provide for moderate density residential areas comprised of single-family dwellings and duplex dwellings, with no more than two units permitted in any structure.

R-2M

New Zone

Available to Apply During Comprehensive Plan Process

R-2 Zone Standards	Existing R-2 Standards	Proposed
Permitted Uses	SF, Duplex, ADU, Manufactured Homes, Zero Lot line Homes	No Change
Height	35'	No Change
Max Density (DU/Acre)	14	21
Minimum Lot Size	6,250 for SF; 3125 for Duplex (per unit)	6,250
Maximum Lot Coverage	40% - Structure; 15% - parking/access	60% combined
Landscaping	45%	40%
Lot Frontage	SF: 50'; Duplex: 25' per unit	50' - Simplified
Setbacks	15' (F), 5' (S), 5'(R)	No Change
Minimum Building Width	20'	No Change
Parking	SF/Duplex: 2/unit. ADU requires additional space	SFR: 2/unit, Duplex: 1/unit, ADU: 0/unit

R-2M: 4-Unit House Residential

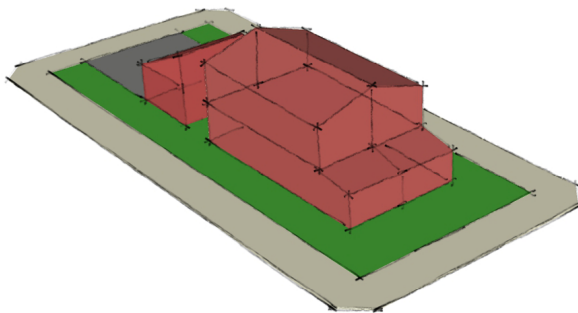
Findings and Recommendations

The R-2M zone is a new proposed zone that would allow 4-units in a house-form. This type of building is appealing on a number of levels. First, it fits the scale and context of many older neighborhoods that have a wide variety of house sizes and unit counts already. Second, 4-unit houses can be purchased with a standard residential mortgage so they are easier for small, local owners to purchase.

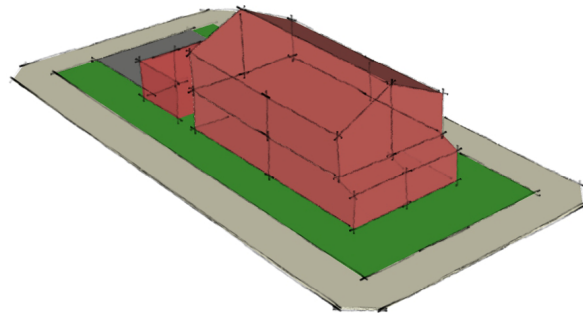
- Increase density to allow 4 units on a standard lot
- Reduce off-street parking requirements to 1.5 per unit, and allow on-street parking to count towards parking requirements by-right (currently discretionary)

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: Duplex



Building B: Building Allowed Under Recommended Standards
Building: 4-unit House



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	6,250	6,250	-
Stories Height Max	2 35 ft	2 35 ft	-
Building Size (Sq Ft)	3,016	3,516	+17%
Lot Coverage	48%	50%	+4%
Front Setback	15'	15'	-
Units	2	4	+100%
Density (DU/Acre)	14	28	+50%
Avg. Unit Size (Sq Ft)	1,500	740	-51%
Off-street Parking	2 / Unit	1.5 / unit	-25%
Market Feasible Sales Price (\$)	\$270,000	\$193,000	-29%
Household Income Needed to be "Affordable" (\$/yr)	\$74,700	\$53,400	-29%

\$48,000 - Median Income
Gunnison Co. 2015

No increase in max lot coverage (55%) needed.

No change in front setback.

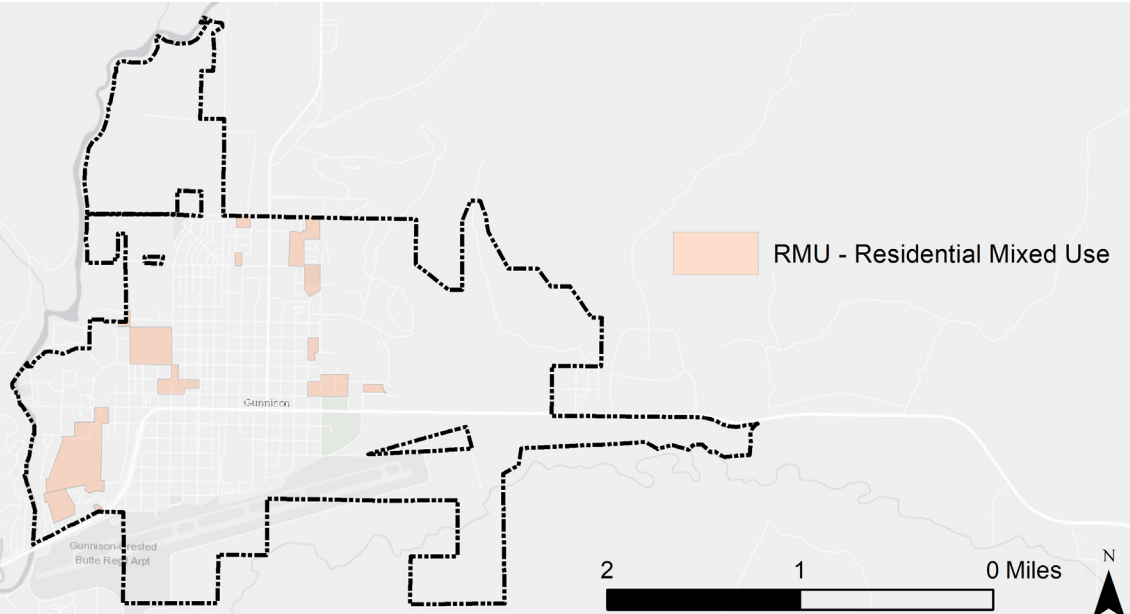
Higher density and lower parking enables smaller, more affordable units.

Far more affordable housing, including ownership housing.

RMU: Residential Mixed-Use

This zone district is established to provide for relatively high density single-family, duplex and multi-family residential areas, including primarily triplex, townhouse, and multi-family dwelling uses.

RMU



RMU Zone Standards	Existing	Proposed
Permitted Uses	SFR, Duplexes/Townhouses, MFR	SFR, Duplexes/Townhouses, MFR, ADU
Height	35'	No Change
Max Density (DU/Acre)	16	35
Minimum Lot Size	6250 (SFR); 3125/unit (duplex); 2250/unit (townhouse); 2000-3000/unit (MFR)	Eliminate Townhome and MFR minimum lots sizes: they result in very low density buildings.
Maximum Lot Coverage	45% for buildings; 20% for parking/access	70% combined
Landscaping	35%	30%
Lot Frontage	SF: 50'; Duplex: 25' per unit; townhouse: 20'; MF: 100'	50' - Simplified
Setbacks	15' (F), 5' (S), 5'(R)	No Change
Minimum Building Width	20'	16'
Parking	SF/Duplex/Townhouse: 2/unit. MFR- 2 for first unit; 1.75 per each add'l unit. ADU requires additional space	SFR: 2/unit, Plex: 1/unit, ADU: 0/unit

RMU: Residential Mixed-Use

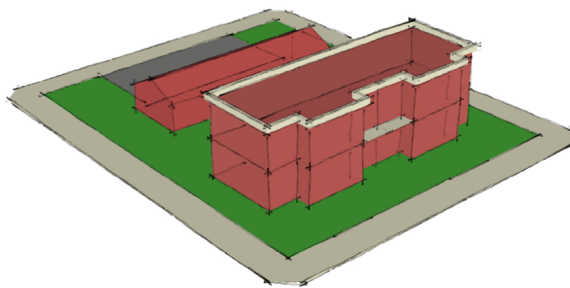
Findings and Recommendations

Proposed changes to RMU would enable the construction of a wide variety of “missing middle” housing types. “Missing middle” housing is characterized by small-scale multi-unit housing types that are in a neighborhood scale.

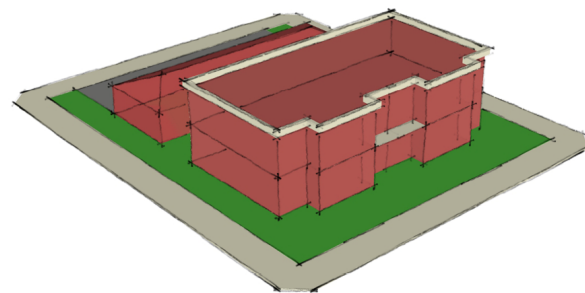
- Allow more units to promote “missing middle” housing such as stacked flats, cottages, and ADUs
- Reduce minimum lot size to allow smaller, more affordable units
- Slightly increase the lot coverage to allow for slightly larger building footprints
- Reduce parking requirements for all attached and multifamily units

Existing vs Proposed

Building Allowed Under Existing Zoning



Building Allowed Under Recommended Standards



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	12,500	12,500	-
Stories Height Max	2 35 ft	2 35 ft	-
Building Size (Sq Ft)	4,260	8,424	+98%
Lot Coverage	42%	67%	+59%
Front Setback	15'	15'	-
Units	4	10	+150%
Density (DU/Acre)	14	35	+150%
Avg. Unit Size (Sq Ft)	900	715	-21%
Return Rate @ Market Rents of \$1,200 / Month	-1.3%	8.9%	+
Market Feasible Rents (\$/mo)	\$1,827	\$1,244	-32%

No change in height allowances.

Increased density, but not change in setback needed.

Density enables smaller, more affordable units.

Financial feasibility flips to positive.

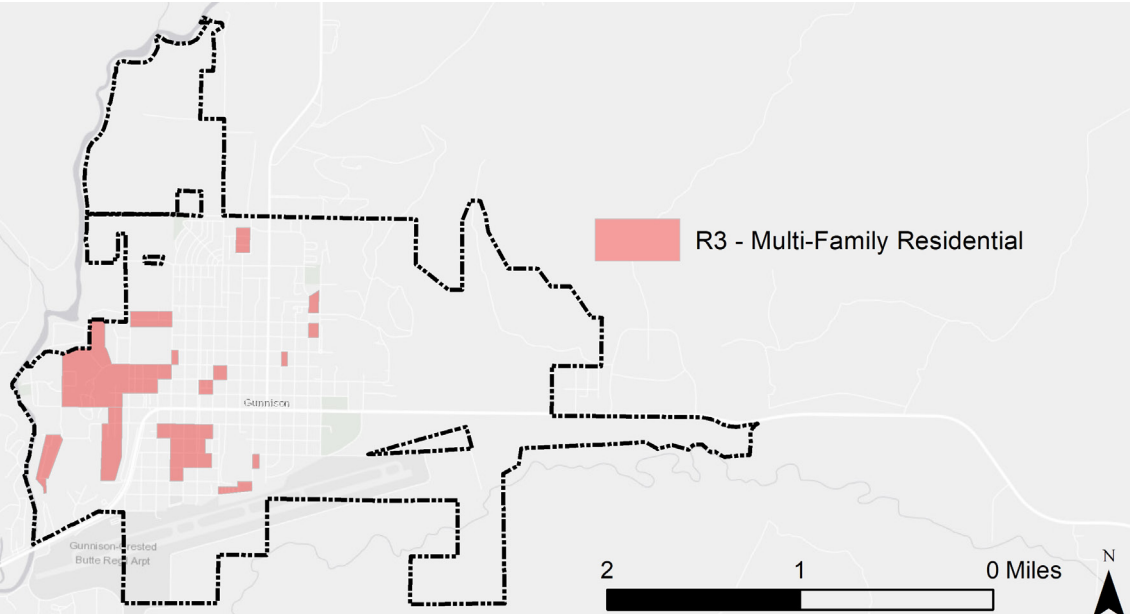
Far more affordable market-rate units.

10% Return Rate is Ideal

R-3: Multi-Family Residential

This zone district is established to provide for high density multi-family residential areas and mobile home parks.

R-3



R-3 Zone Standards	Existing	Proposed
Permitted Uses	SF, Manufactured Homes, Duplexes, Multi Family, Attached/Townhouses, Zero Lot Line Homes	No Change
Height	35' (3-stories)	48' (4-stories)
Max Density (DU/Acre)	30 (effectively 21 units per acre based on minimum lot sizes)	80
Minimum Lot Size	6250 (SFR); 3125/unit (duplex); 2250/unit (townhouse); 2000-3000/unit (MFR)	6,250'
Maximum Lot Coverage	45% for buildings; 40% for parking/access	85% combined
Landscaping	15%	No Change
Lot Frontage	SF: 50'; Duplex: 25' per unit; townhouse: 20'; MF: 100'	50' - Simplified
Setbacks	15' (F), 5' (S), 5'(R)	10' (F), 5' (S), 5'(R)
Minimum Building Width	20'	16'
Parking	SF/Duplex/Townhouse: 2/unit. MFR - 2 for first unit; 1.75 per each add'l unit. ADU requires additional space	SF/Duplex/Townhouse: 1/unit, MFR: .75/unit

R-3: Multi-Family Residential

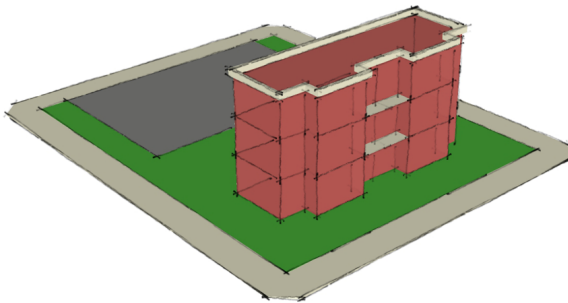
Findings and Recommendations

The current R-3 zone standards are appropriate on a large suburban site where low density garden apartments are desired. The R-3 densities are too low and parking requirements are too high to allow apartments on an infill lot.

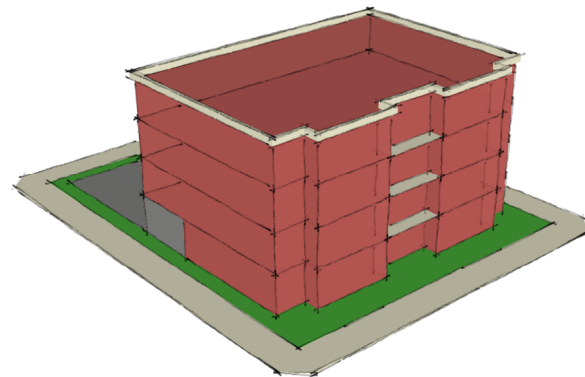
- Raise height limits to allow a cost-effective 4-story building. Building code allows 4 story wood frame construction apartments without elevators - a very costly item.
- Significantly increase density maximums to allow for a wider range of multi-family projects
- Reduce suburban parking requirements to enable more cost-effective housing
- Reduce the front setback by 5' to allow a more urban building form

Existing vs Proposed

Building Allowed Under Existing Zoning



Building Allowed Under Recommended Standards



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	12,500	12,500	-
Stories Height Max	3 35 ft	4 48 ft	-
Building Size (Sq Ft)	4,624	17,342	+275%
Lot Coverage	49%	80%	+59%
Front Setback	15'	10'	-33%
Units	6 (limited by min. lot sizes)	23	+283%
Density (DU/Acre)	21	80	+281%
Avg. Unit Size (Sq Ft)	650	650	-
Return Rate @ Market Rents of \$1,000 / Month	1.0%	6.5%	+550%
Market Feasible Rents (\$/mo)	\$1,391	\$1,118	-20%

Allow 1 extra story.

More efficient use of site area allows greater density.

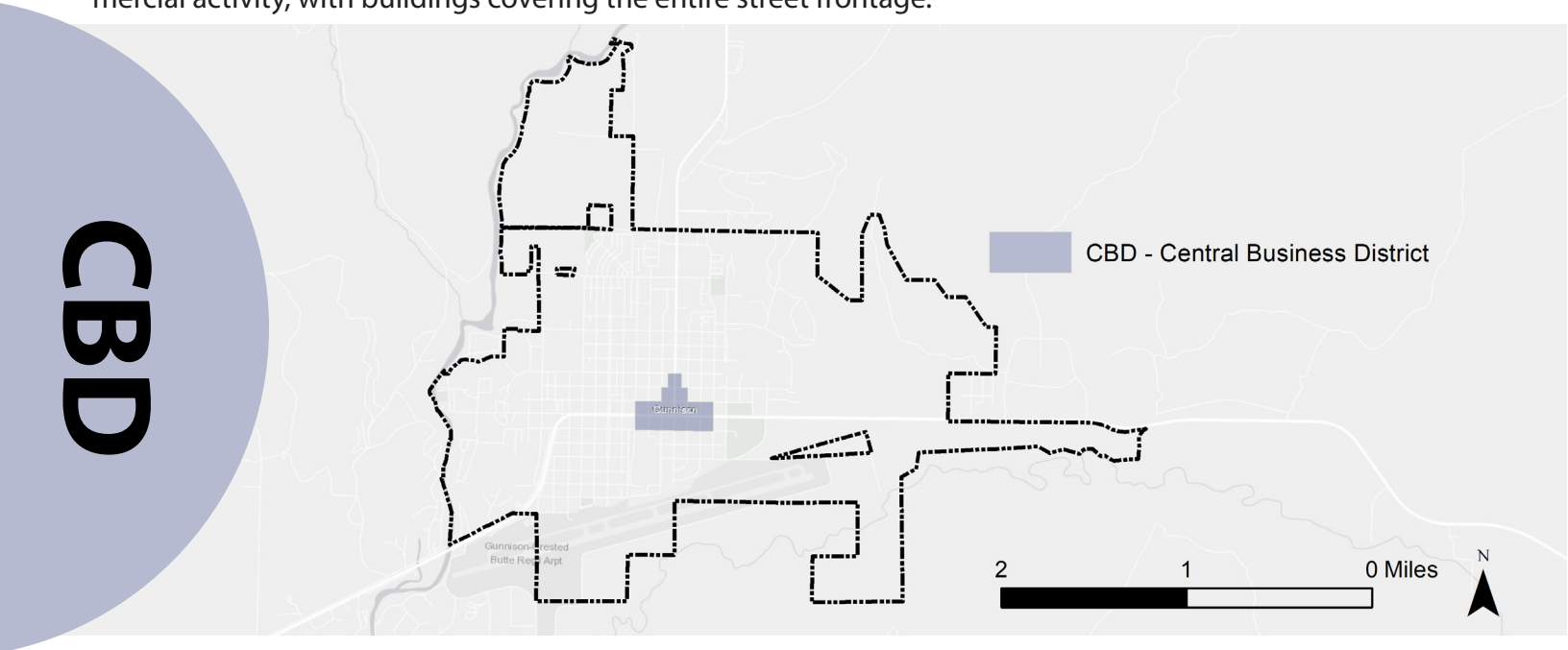
Major change in financial feasibility.

More affordable market-rate units.

10% Return Rate is Ideal

CBD: Central Business Zone District

This zone district is established to provide for the business and civic functions that make up the city core. The Central Business District (CBD) has a strong pedestrian character and provides for concentrated commercial activity, with buildings covering the entire street frontage.



CBD Zone Standards	Existing	Proposed
Permitted Uses	Upper floor residential, ADU; Offices of all kinds; non auto related retail; restaurants (excluding drive in)	Increase allowable production space; allow light manufacturing to support "maker space," brewing, distilling.
Height	35'	50'
Max Density (DU/Acre)	N/A	No Change
Minimum Lot Size	N/A	No Change
Maximum Lot Coverage	100%	No Change
Landscaping	N/A	No Change
Lot Frontage	NA	No Change
Setbacks	N/A	No Change
Minimum Building Width	NA	No Change
Parking	MF: 1.00/unit commercial: 0	All Uses: 0

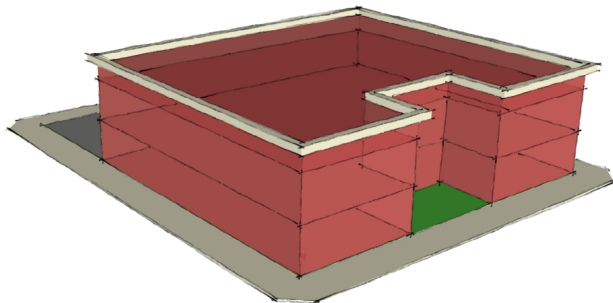
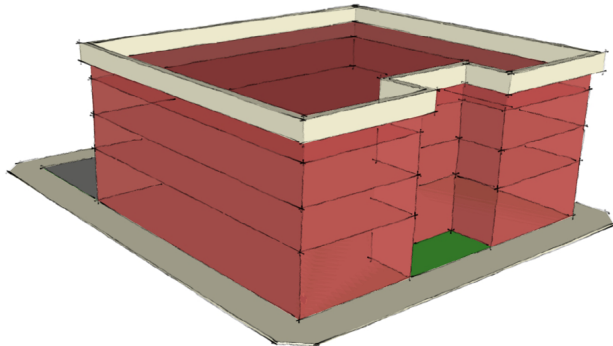
CBD: Central Business Zone District

Findings and Recommendations

The CBD zone is one of the most flexible in the City and already allows for a range of uses and densities. However, some of the most cherished historic buildings on Main Street today could not be rebuilt under the CBD zone standards. A few strategic changes will help this zone support investment in downtown.

- Increase maximum allowable height from 35' to 50' (Current height of Interiors Building)
- Make residential parking standards consistent with commercial requirements: 0
- Allow a broader range of uses, like manufacturing, and increase the allowable "production space" within a building to support craft brewers, distillers, and other "maker" uses

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning		Building B: Building Allowed Under Recommended Standards	
			
Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	12,500	12,500	-
Stories Height Max	2 35 ft	3 50 ft	+50%
Building Size (Sq Ft)	15,656	24,221	+55%
FAR	1.25	1.94	+56%
Units	10	19	+90%
Avg. Unit Size (Sq Ft)	650	650	-
Density (DU/Acre)	35	65	+86%
Return Rate @ Market Rents of \$1,000 / Month	8.0%	9.9%	+24%
Market Feasible Rents (\$/mo)	\$1,144	\$1,047	-8%

Increase height to allow for 3-story building.

Adds 50% more building area.

Nearly doubles possible housing units.

Building becomes financially feasible.

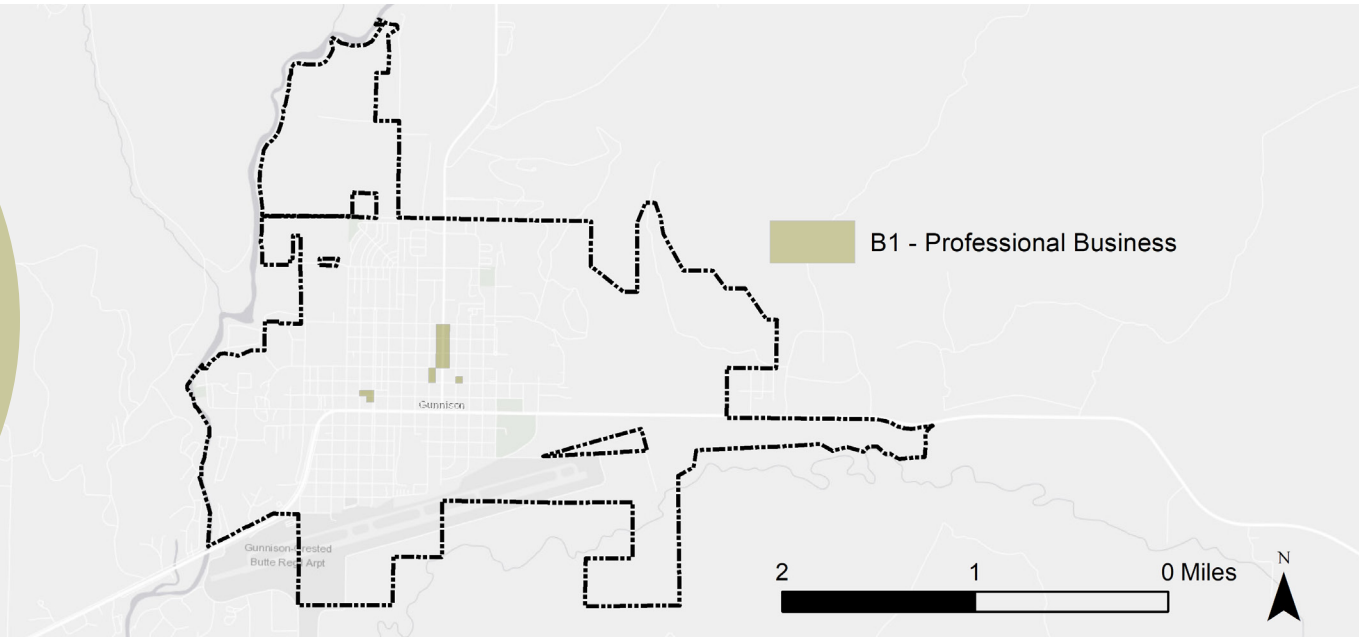
More affordable market-rate units.

10% Return Rate is Target

B-1: Professional Business Zone District

This zone district is established to provide for a transitional area between the commercial and residential zone districts, by allowing for relatively lower intensity commercial uses that are compatible with residential uses and maintain the architectural and urban design character of the existing residential neighborhood.

B-1



B-1 Zone Standards	Existing	Proposed
Permitted Uses	Upper floor residential; most office types; non auto related retail; restaurants (excludes drive in)	Permit multifamily, bars, bed and breakfasts, coffee shops, theaters, light manufacturing or production ("maker space").
Height	35'	38'
Max Density (DU/Acre)	7	40
Minimum Lot Size	6,250	3,125
Maximum Lot Coverage	40% - Structure; 15% - parking	75% combined
Landscaping	45%	25%
Lot Frontage	50'	25'
Setbacks	15' (F), 10' (S), 10'(R)	15' maximum, with Frontage Standards
Minimum Building Width	24'	20'
Parking	TH: 2.0/unit; MF: 1.75/unit office: 1/300; cafes and bars: 1/200	MFR: .75/unit, Commercial: 1/1000 sf with first 3,000 sf and Upper Floor MF exempt in mixed-use

B-1: Professional Business Zone District

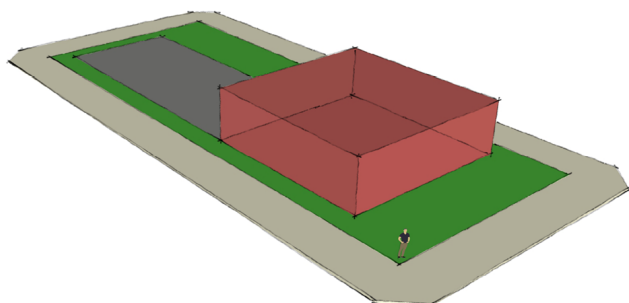
Findings and Recommendations

The B-1 zone district is currently restrictive and constraining, but the area was identified in the Downtown Resilience Project as a key area for increased activity. Uses that could enliven Main Street, such as coffee shops or bars, are not permitted. In addition, high parking and landscaping standards make it difficult to repurpose old houses for commercial use - and encourage demolition instead of preservation.

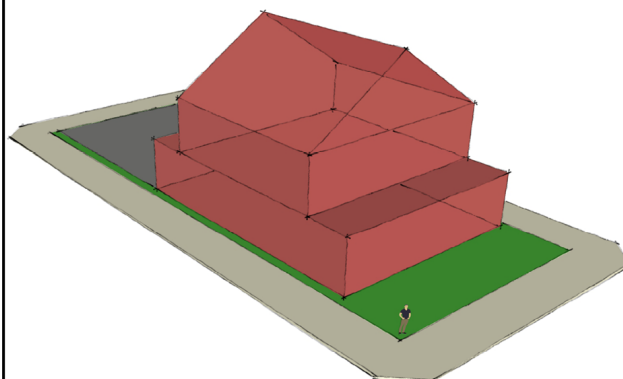
- Reduce parking and landscaping to make adaptive reuse and multi-story buildings feasible
- Provide more flexibility in uses to encourage investment
- Increase densities to expand housing options and enliven the zone

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-story Retail or Office



Building B: Building Allowed Under Recommended Standards
Building: 2.5-story Mixed Retail and Residential



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	6,250	6,250	-
Stories Height Max	1 35 ft	2.5 35 ft	+%
Building Size (Sq Ft)	1,278	4,900	+283%
FAR	0.20	0.78	+290%
Off-street Parking	5	5	-
Units	<i>Multifamily is not a Permitted Use</i>	4	+∞%
Avg. Unit Size (Sq Ft)	0	650	+∞%
Density (DU/Acre)	0	27	+∞%
Permitted Uses & Rents	Oriented towards small office and service	Expand to include: bars, breweries, multifamily, and bed and breakfasts	
Return Rate @ Market Rents	-2.5%	6.2%	

10% Return Rate is Target

Current landscaping and parking standards make multistory buildings impractical.

Reducing parking standards allows 3 times the building area with same parking stalls.

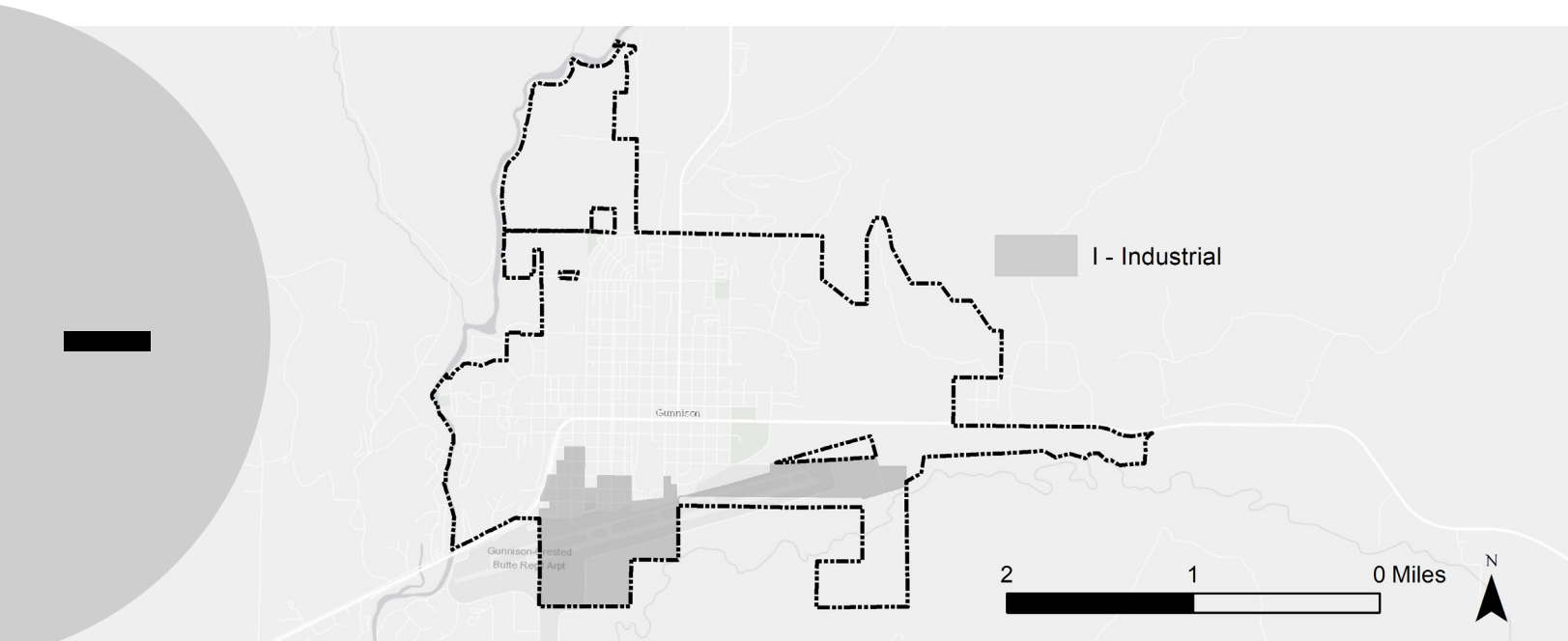
Permit multifamily to activate district.

Allow uses that can pay higher rents and help enliven the B-1 district.

Major improvement in financial feasibility.

I: Industrial Zone District

This zone district is established to provide areas for a broad-range of manufacturing, production, product transport, and other industrial uses. Upper floor residential is currently allowed.



I Zone Standards	Existing	Proposed
Permitted Uses	A Wide Range	Permit multifamily and ground floor residential (enables horizontal mixed-use on large sites), banks and medical office
Height	35'	No Change
Max Density (DU/Acre)	7	14 (Allows live-work buildings)
Minimum Lot Size	6,250 sq ft	3,125
Maximum Lot Coverage	60% for buildings; 30% for parking/ access	90% combined
Landscaping	10%	No Change
Lot Frontage	50'	25'
Setbacks	0' (F), 5' (S), 5'(R)	No Change
Minimum Building Width	NA	20'
Parking	Manufacturing: 1/500 sf, Retail Sales Industrial: 1/400 sf, Wholesale: 1/ employee	MFR: .75/unit, Commercial: 1/1000 sf, first 3,000 sf exempt in mixed-use

I: Industrial Zone District

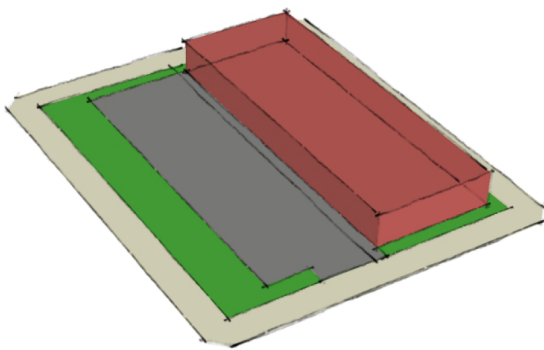
Findings and Recommendations

Proposed changes to the Industrial Zone District are minor. In order to provide more flexibility and activity within industrial areas, it is recommended that parking requirements be reduced to make more ancillary services, such as retail, feasible.

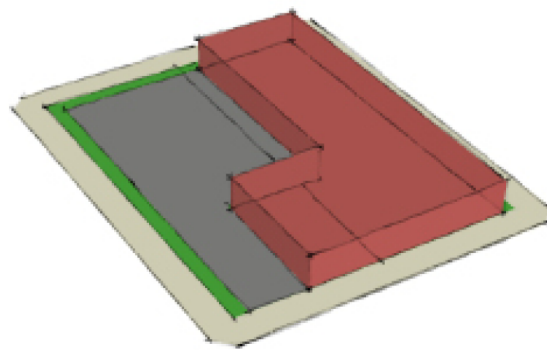
- Reduce parking requirements for all non-residential uses to 1 space per 1,000 square feet to make retail and office possible on smaller lots.
- Increase residential densities to allow live-work opportunities for creatives and entrepreneurs

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-story Flex Industrial



Building B: Building Allowed Under Recommended Standards
Building: 1-story Flex Industrial



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	12,500	12,500	-
Stories Height Max	1 35 ft	1 35 ft	-
Building Size (Sq Ft)	4,800	6,000	+25%
FAR	.38	.48	+25%
Lot Coverage	68%	86%	+26%
Industrial Parking Standard	2/ksf	1/ksf	-50%
Retail Parking Standard	5/ksf	1/ksf	-80%
Return Rate @ Market Rents	1.7%	4.3%	+153%

10% Return Rate is Target

No change to combined lot coverage need.

Reduced parking allows infill development on smaller lots.

Retail lease rates help support industrial uses.

M: Maker Zone District

This zone district is established to allow for live-work spaces that support local “makers” engaged in light manufacturing, creative office, and production. The area around South Main is an existing example of mixed-use area like this with creative production uses and residences mixed together. There is not an existing zone that supports this today.

New Zone

Available to Apply During Comprehensive Plan Process

M Zone Standards

M Zone Standards	Existing I Zone Standards	Proposed
Permitted Uses	A Wide Range	Permit multifamily and ground floor residential (enables horizontal mixed-use on large sites), banks and medical office
Height	35'	No Change
Max Density (DU/Acre)	7	28 (Allows live-work buildings)
Minimum Lot Size	6,250 sq ft	3,125
Maximum Lot Coverage	60% for buildings; 30% for parking/ access	90% combined
Landscaping	10%	No Change
Lot Frontage	50'	25'
Setbacks	0' (F), 5' (S), 5'(R)	No Change
Minimum Building Width	NA	20'
Parking	Manufacturing: 1/500 sf, Retail Sales Industrial: 1/400 sf, Wholesale: 1/ employee	MFR: .75/unit, Commercial: 1/1000 sf, first 3,000 sf exempt in mixed-use

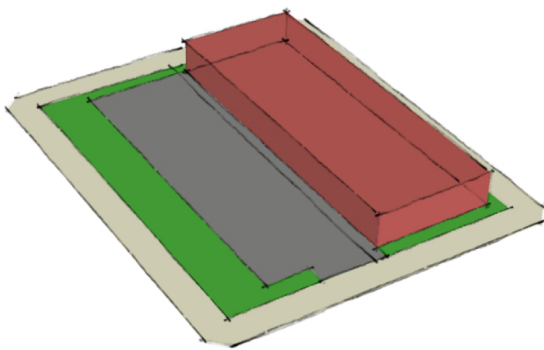
M: Maker Zone District

Findings and Recommendations

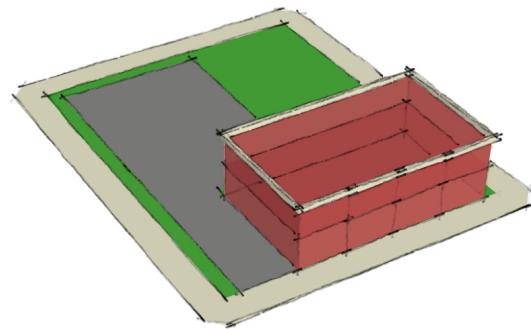
This new zone is proposed to allow the City to designate areas that can support Gunnison's growing number of small, entrepreneurial businesses that create or produce goods, such as outdoor gear, bicycles, breweries etc. The zone would allow live-work buildings that could be affordable to these creative business owners.

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-story Flex Industrial



Building B: Building Allowed Under Recommended Standards
Building: 2-story Live-Work Building



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	12,500	12,500	-
Stories Height Max	1 35 ft	2 35 ft	-
Building Size (Sq Ft)	4,800	6,000	+25%
FAR	.38	.86	+126%
Lot Coverage	68%	64%	-5%
Industrial Parking Standard	2/ksf	1/ksf	-50%
Residential Parking Standard	1.75/unit	1/unit	-42%
Return Rate @ Market Rents	1.7%	8.0%	+370%

10% Return Rate is Target

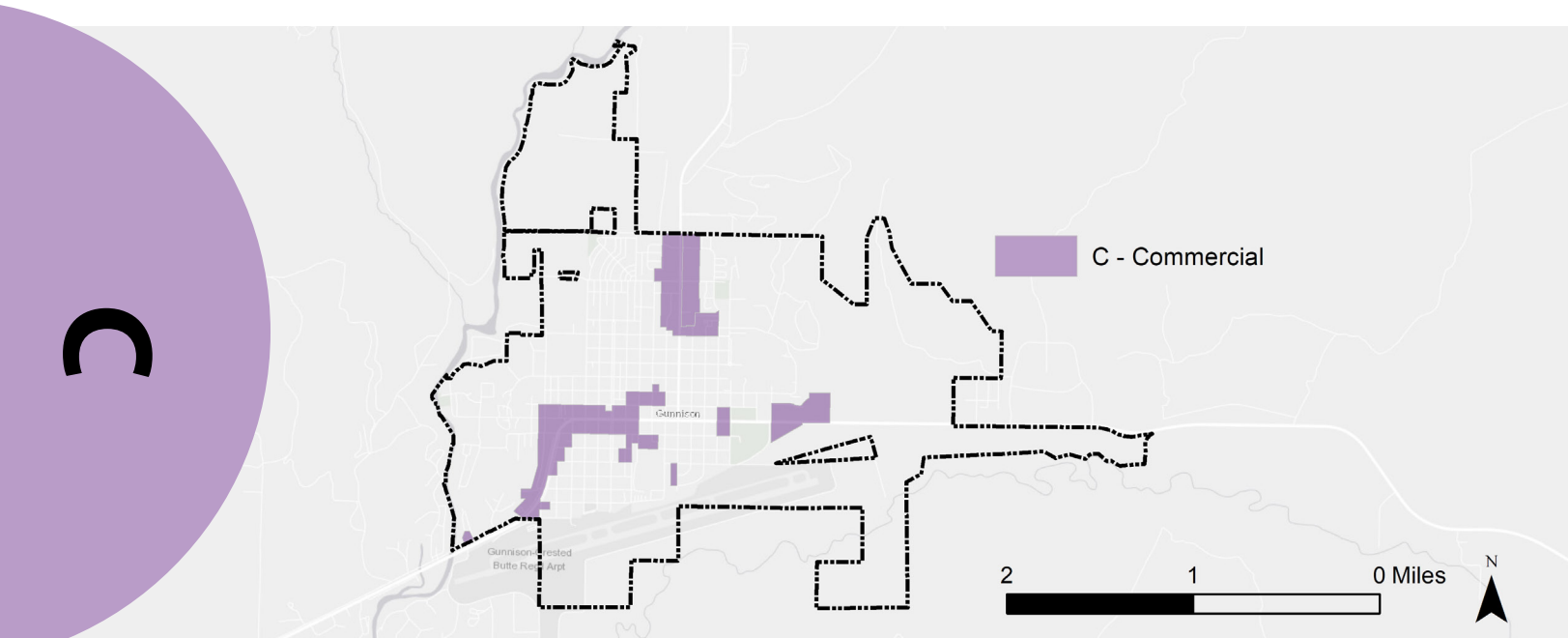
No change to combined lot coverage needed.

Reduced parking allows infill development on smaller lots.

Residential helps support industrial uses.

C: Commercial Zone District

This zone district is established to provide locations for offices, service uses, hotel accommodations and businesses retailing durable and convenience goods. Upper-floor residential dwellings are allowed.



C Zone Standards

	Existing	Proposed
Permitted Uses	A Wide Range	Permit MFR and ground floor res. (enables horizontal mixed-use on large sites), and industrial "maker" uses
Height	35'	50'
Max Density (DU/Acre)	14	70
Minimum Lot Size	8,000	4,000
Maximum Lot Coverage	50% for buildings; 40% for parking/ access	90% combined
Landscaping	10%	No Change
Lot Frontage	50'	25'
Setbacks	15' (F), 5' (S), 5'(R)	At least 50% of primary building frontage can have no more than 15' setback. Frontage area must be designed to engage the sidewalk (windows, outdoor seating, etc.)
Parking	SF/Duplex/Townhouse: 2/unit. MFR- 2 for first unit; 1.75 /each add'l unit. 1/200 sf retail/service, 1/300 sf office	Residential: .75/unit, Commercial: 1/1000 sf, Exempt first 3,000 sf

C: Commercial Zone District

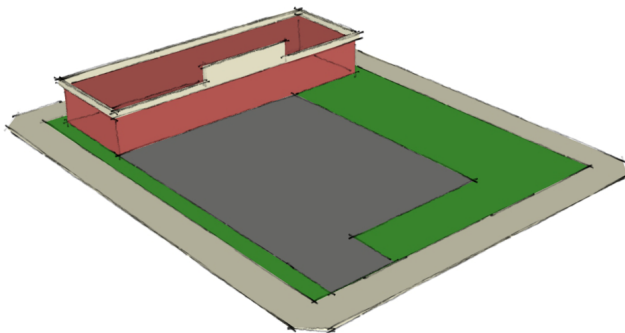
Findings and Recommendations

The Commercial Zone District exists along Gunnison’s major commercial corridors and along the periphery of Downtown. While the zone allows a broad range of uses, most are not technically buildable when the parking, setbacks, and density standards are taken into consideration.

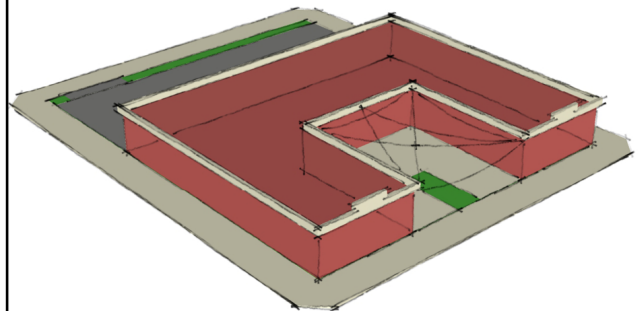
- Establish flexible frontage requirements to enable “main street” style buildings that provide an active street frontage
- Simplify non-residential parking requirements to a single standard of 1 space per 1,000 square feet

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-story Retail



Building B: Building Allowed Under Recommended Standards
Building: 1-story Main Street Retail



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	12,500	12,500	-
Stories Height Max	1 35 ft	1 35 ft	-
Building Size (Sq Ft)	2,457	7,610	+210%
FAR	0.20	0.61	+205%
Off-street Parking	5/ksf	1/ksf	-80%
Active Street Frontage	0%	50-100% (depending on driveways)	+50-100%
Return Rate @ Market Rents (<\$20 NNN)	-0.3%	6%	+
	10% Return Rate is Target		
Market-feasible Rents (NNN)	\$34	\$23	-32%

Parking and setback standards result in suburban buildings and small buildable area.

Frontage requirements and lower parking standards allow for a more pedestrian-oriented building.

Major improvement in financial feasibility.

C: Commercial Zone District

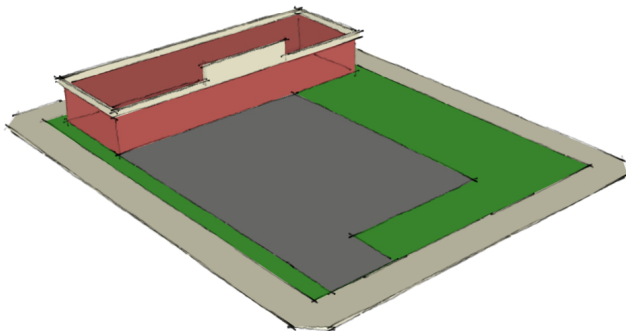
Findings and Recommendations

Some areas currently zoned C would support a more urban style of mixed-use building, however, the current standards make that impossible.

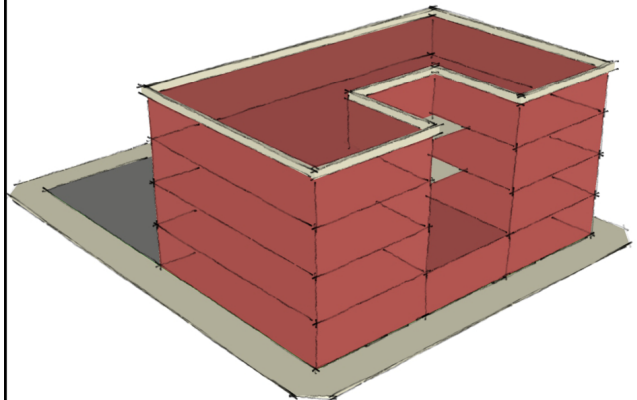
- Significantly increase residential density allowances to enable smaller, more affordable housing
- Increase height allowances to support a cost-effective 4-story mixed-use building form
- Allow ground-floor residential to enable “horizontal mixed-use” on large sites
- Reduce parking requirements to make multi-story buildings possible

Existing vs Proposed

Building A: Building Allowed Under Existing Zoning
Building: 1-story Retail



Building B: Building Allowed Under Recommended Standards
Building: 4-story Mixed Use



Zone Standard	Building A	Building B	% Change
Lot Size (Sq Ft)	37,500	37,500	-
Stories Height Max	1 35 ft	1 50 ft	-
Building Size (Sq Ft)	2,457	20,365	+715%
FAR	0.20	1.63	+715%
Off-street Parking	5/ksf 1.75/unit	1/ksf 0.75/unit	-80% -57%
Units	0	19	-
Density (DU/Acre)	0	65	-
Active Street Frontage	0%	50-100%	+
Return Rate @ Market Rents	-0.3%	7.2%	+

10% Return Rate is Target

Current height, setback and parking standards make multistory buildings impractical.

Reducing parking standards allows or vertical mixed-use.

Permit multifamily to activate district.

Lower parking standards allow for a more pedestrian-oriented building.

Market rate residential rents help support relatively low retail lease rates.

Next Steps

Cottage Cluster Zone Standards

Cottage Cluster developments are characterized by a single site with several small buildings that share a common, central yard or green. Cottage Cluster developments are often difficult to build with conventional zone standards that assume a very uniform site layout and one building per lot. Cottage Clusters need more flexibility in site layout, frontage requirements, density, etc.

This style of development is gaining popularity nationally as a way to provide lower cost (smaller) housing at a scale that can fit into an existing neighborhood. We will prepare standards for a new permitted use type of Cottage Cluster.

Mobile Home Parks

- Compact Neighborhood Zone Standards

Mobile home parks provide some of the most affordable housing options currently. However, because they are not conforming and a rigid certification process, many owners are unable or hesitant to make investments and the units are falling into disrepair. The basic design principal of a mobile home park: small, prefabricated homes on small lots, is inherently one of the most affordable styles of housing possible. Prefabricated small homes have gained popularity nationally because of their relatively low cost, and well-designed units are now more widely available.

We will prepare a new set of “Compact Neighborhood” zone standards that will enable most if not all of the existing mobile home parks sites to become conforming so owners can make needed investments and upgrades. This new set of zone standards will then be available to potentially apply in other areas during the Comprehensive Plan process where a compact neighborhood is desired.

Analysis and Recommendations on Fees

We will conduct an analysis to understand the financial impact of water and sewer Tap fees. In particular, we will focus on the requirements and costs of Tap fees for new styles of housing, like townhomes, small

multi-unit houses and cottage cluster. In our focus group discussions, the compounding cost of paying several Tap fees for housing styles like townhomes was raised as a major cost issue. For instance, can costs be reduced if these building types are served by a single line or a single fee for several lines installed all at once? Or is there a way to scale Tap fees more fairly based on anticipated impact to sewer and water usage? Bedroom count could be one such metric used for fee scaling.

Funding Options & Partnership Assessment

We will analyze a range of potential funding options and partnerships that can assist with expanding cost-effective housing options in Gunnison. These could include local funding sources, financing tools, and strategic partnerships with local and regional agencies. An assessment and recommendations on priorities will be provided.

MEMORANDUM

TO: City Council
FROM: Andie Ruggera
DATE: July 24, 2018
RE: Downtown Parking Assessment

As part of the Gunnison Vibrancy Initiative, a parking assessment was recommended to find ways to manage on-street parking demands and to develop a long-term strategy for parking. On June 16th a request for a parking utilization study was sent to Stolfus and Associates, LSC Transportation Consultants, Inc and Charlier Associates, Inc. Charlier Associates was the low bid for the parking assessment services in the amount of \$22,530 and funds have been set aside from Council's Strategic Implementation Reserve.

The project area is bounded by Denver Street to the north, Colorado to the east, New York on the south and portions of Spruce and Pine on the west with the focus on the core downtown area. The scope of work includes a parking utilization study that builds off work done by staff during the GVI project and field counts, data entry, recommendations within a report and a final presentation to the City Council.

Field work is proposed for July 26th – 28th with parking counts every hour in a 13-hour day (8 a.m. to 9 p.m.) for each of the three days. The parking counts will be split into two shifts per day with a minimum of four people per shift. A training session is proposed with participants prior to the field work to go over logistics and other data tracking information.

A final report and presentation to City Council is anticipated in September, 2018 with an overview of the methodology, findings and recommendation for a long-term parking plan. Attached you will find the scope of work.



Project Objectives

- Help the City of Gunnison develop and begin implementation of a strategic long-term parking management program for downtown Gunnison.
- Design and help the City implement a 2018 Parking Audit (inventory/utilization).
- Provide tools (spreadsheets and methodologies) for use in 2018 and future parking audits.
- Recommend short- and long-term parking management strategies and measures.

Task 1. Downtown Parking Utilization Study

- Provide information on purpose of utilization study and information for use in designing the study and for replicating field counts in future years.
- Coordinate planning for the field counts to be conducted during a 3-day period (Thursday-Friday-Saturday) in July, 2018.
- Use data from the City's existing parking inventory as the basis for mapping and planning.
- Travel to Gunnison to supervise and participate in parking field counts (Thursday-Friday-Saturday in July 2018).
- Build tables, graphics and PowerPoint slides clearly communicating the audit methodology and outcomes.

Fees: 50 hours x \$250 = \$12,500

Travel costs: four nights, one trip = \$1,270

Estimated Task 1 Fees: \$13,770

Task 2. Data Input

- Receive raw data sheets from the parking utilization counts (Task 1) and input the data into a parking audit spreadsheet for use in completing Tasks 3 and 4.

Fees: 8 hours x \$250 = \$2,000

Travel costs: NA

Estimated Task 2 Fees: \$2,000

Task 3. Recommendations

- Summarize current (based on 2018 parking audit) and expected future parking supply and demand issues and opportunities in Downtown Gunnison.
- Apply outcomes from November, 2017 Gunnison Vibrancy Initiative charrette to serve as the basis for development of parking management program strategies and measures.
- Identify the primary elements and issues a downtown Gunnison parking management program should address and offer recommendations on short- and long-term strategies and measures that should be priorities for the City and the downtown.
- Develop a PowerPoint slide deck for use by the City in communicating the parking audit outcomes and project recommendations.

Fees: 12 hours x \$250 = \$3,000

Travel costs: NA

Estimated Task 3 Fees: \$3,000



Proposed Scope and Budget

v2 June 16, 2018

City of Gunnison

Downtown Parking Audit and Parking Management Recommendations

2

Task 4. Presentations in Gunnison

- Travel to Gunnison to present study methodology, findings and recommendations to City Council and/or other groups as needed.

Fees: 12 hours x \$250 = \$3,000

Travel costs: two nights, one trip = \$760

Estimated Task 6 Fees: \$3,760

BASIS FOR ESTIMATED TRAVEL DIRECT COSTS

Hotel @ \$200 per night

Per diem @\$55 per night

Round-Trip Travel to Gunnison (rental car + gas) @ \$250 per trip

BASE PROPOSAL

Task 1: \$13,770

Task 2: \$2,000

Task 3: \$3,000

Task 4: \$3,760

Estimate of proposed project cost: \$22,530





Request for Proposals Comprehensive Plan Update

1. INTRODUCTION

The City of Gunnison has the need to update its Comprehensive Plan and is seeking a consulting team to provide an engaging public process and innovative technical support to update the Plan. The City of Gunnison, Colorado is at an exciting time in its history with the opportunity to significantly leverage its assets (4 year university, western heritage, high-quality natural amenities, strong partnership with other stakeholders, significant opportunities for smart growth in our municipal boundary, growing entrepreneurial and arts community and a vibrant downtown) while respecting our values including unique western heritage, love of our natural surroundings, connection to neighbors, economic sustainability, and life-long learning. We also have challenges including:

- low average income as a result of tourism based economy paired with a high cost of living – particularly housing;
- increased summer tourism which strains our road systems and natural resources that challenge our desire to have space, on our trails, roads, and open spaces;
- safely walking and biking between neighborhoods with more people driving on the two state highways that run through Gunnison; and,
- the possibility of losing our open space and western heritage like other mountain communities if we don't plan and act in a thoughtful way.

The City of Gunnison is seeking a creative planning team and a public engagement approach where City staff and the consulting team can collaboratively work with the community to create a compelling vision of the future and an action plan to achieve that vision. Progressive and new City leadership with the City Council and City administration in the last two years have come together to create the 2017 *Strategic Plan* for the City. This Strategic Plan provides a results oriented pathway forward to enhance infrastructure, affordable housing, economic prosperity, and public engagement in City. Updating the Comprehensive Plan is a specific action in the Strategic Plan and is seen as a tool to achieve multiple policy objectives in the plan.

2. ***BACKGROUND***

2.1 ***Community Background***

Community Essence. Gunnison, Colorado is a rural community with a rich history influenced by cultural heritage, bountiful natural resources on adjacent federal lands, environment stewardship, and the traditional western value of community and family ties. Gunnison is a family-oriented community that blends a traditional hometown atmosphere with a modern, independent spirit. Gunnison's authentic downtown, well-established neighborhoods and cooperative governance provides a solid foundation for a living experience that fosters growth and creativity.

For visitors, the City provides a sophisticated, yet charming urban atmosphere, featuring independent shops, unique restaurants and a variety of entertainment options. Gunnison's western heritage is the foundation of a friendly and eclectic community, and modern vitality, cultivating a distinct visitor experience.

For businesses, Gunnison offers a well-maintained community, supported by consistent resident and visitor traffic. It features government offices balanced by a university and charming downtown business district. This vibrant City has established itself as a place where both traditional and entrepreneurial businesses can flourish.

History. Established in 1880, as a railroad hub to access the mineral districts of the Elk and San Juan Mountains, the City has evolved into one of Colorado's premier West Slope communities, with recreation, ranching, and education being the mainstay economic sectors of the community. In 2016, Outdoor Magazine ranked Gunnison as the 11th best community in the United States to live and play. Gunnison is the home of Western State Colorado University, which is ranked in the top 100 institutions in the western United States. It has long been a Main Street community, with an ongoing Gunnison Vibrancy Initiative aimed at improving and maintaining the character of the downtown area. The local area has strong tourism, along with varied land use and housing, an industrial business park, regional airport, and hospital. Gunnison is the county seat.

Gunnison Today. Gunnison is a full-service municipality, providing a range of municipal services including domestic water (7.2 million gallons a day) and wastewater treatment (4.2 MGD capacity) serving over 8,000 residents; and an electrical service territory encompassing 11.7 square miles, with one of the lowest electrical rates in the nation.

Gunnison owns and operates twelve park sites and recreation facilities (11 parks and the Community Center) and provides programming for all ages with a variety of interests. Over 8.5 miles of bikeways provide connectivity to adjacent federal lands; VanTuyl Ranch is an open space managed by an adaptive resource management plan; the Gunnison River State Wildlife Area provides 1.5 miles of public river access; Tomichi Creek State Wildlife Area borders the eastern city entrance; and a Community Center

with 2 indoor pools (warm therapy pool and lap pool), a climbing wall, senior recreation facility and gym. The community has a full service hospital along with an assisted living facility, family medicine clinic, home medical services and senior care facility.

The incorporated boundary covers approximately 4.1 square miles. Based on the Colorado State Demographer data the current population estimate is 6,276, as of July 2017. This represents a 7.2-percent increase since the 2010 census. The population increased by 867 residents since 2000. It is estimated that Gunnison will have a population of 6,729 by 2025, based on assumptions and data found in the *Community Analysis*, 2015.

http://www.gunnisonco.gov/Planning/Community_Analysis_Final_2_15.pdf

The City has 2,445 housing units, and approximately 60% of units are rentals. The historic downtown is vibrant and is considered an essential element for economic and community resiliency.

Western State Colorado University. In 1911, the Colorado State Normal School opened in Gunnison with 13 students, as a two-year teacher education school. The Normal School was the first college on Colorado's Western Slope. The two-year college became Western State College, a four-year institution in 1923; and in 2012, the college became Western State Colorado University (Western) with world class programs in a variety of academic disciplines, to include several master degree programs.

In 2016, the direct impact of Western on the local economy generated \$40.75 million. The total direct and indirect impact was \$70.52 million, the equivalent of 19 percent of the net earnings by residents of the County. Western creates more than 450 jobs directly and an additional 190 jobs indirectly (Holden Paul, *The Role of Western State Colorado University on the Economy of Gunnison County*, 2017).

2.2 **Opportunities & Challenges**

During the review of this document, the Planning and Zoning Commission wanted to emphasize that Gunnison is special in a variety of ways, but as with all communities it is not without challenges. The following are general topic headings that reflect the community's opportunities and challenges:

Challenges

- Urban Growth: where (existing/future service territory) and how to grow (sustainable/resilient)
- Housing
- Alternative transportation needs
- Highway corridor bisecting the community (HWY 50 and HWY 135)
- Resort influence - jobs, housing, transportation, and cost of living
- Georgia Avenue – University campus perimeter and Gunnison Rising connectivity

- Fiscal and Economic Growth – jobs, wages, cost of living and fiscal impacts from urban services (police, fire, utilities, etc.)

Opportunities –

- Recreation Opportunities – *Base Camp of the Rockies*
- Western State Colorado University
- Excellent public school system
- Friendly and safe community
- Clean air and water
- Excellent health care system
- Low utility rates
- Abundant water resources
- Regional Airport

2.3 **Current Plans/Annexations**

2017 Strategic Plan: In October of 2017 the current City Council developed a *Strategic Plan* after significant public input. The *Strategic Plan* had four priority areas including:

- 1) Infrastructure and Safety
- 2) Public Engagement
- 3) Affordable Housing
- 4) Economic Prosperity

This project was a strategy that came from that Strategic Plan. The full plan can be found at: [www.gunnisonco.gov/City%20Council/Strategic.Plan adopted 10.10.2017.pdf](http://www.gunnisonco.gov/City%20Council/Strategic.Plan%20adopted%2010.10.2017.pdf)

Gunnison Vibrancy Project: Early in 2017, the City partnered with Community Builders for the Gunnison Vibrancy Initiative (GVI), to develop a plan to create a strategy to proactively shape our Downtown while honoring our past and embracing our future. A Downtown Leadership Committee was established and through multiple public engagement opportunities, four goals were created along with strategies for implementation. A report was adopted in early 2018 to provide a framework for action and to guide long-term decision making within the Downtown. The City Council adopted the GVI Report as part of their *Strategic Plan* and implementation of the plan has begun. The report includes a three-year action plan and can be found at: <http://www.gunnisonco.gov/Comm%20Dev/FINALGVI%20Report3-22-18.pdf>

One Valley Prosperity Project: The One Valley Prosperity Project (OVPP) was a valley wide regional community collaboration to address the tough issues of the Gunnison Valley including: economic resiliency, affordable housing, poverty, and sustainable tourism. A specific action plan was created for each of these four areas and is outlined in the OVPP Strategy and can be found at: <http://onevalleyprosperity.com/strategy>

Master Plan: The City's first *Master Plan* was adopted in the mid-1980's and was revised in 1997. The existing *City of Gunnison Master Plan* was adopted in 2007 and there have been significant changes to the City since this time. Two significant annexations (Gunnison Rising and VanTuyl Ranch) to the City have occurred as well as numerous neighborhood plans that were adopted as sub-area plans to the *Master Plan*. Additionally, the majority of policy and implementation statements in the plan have been completed. Over half of the policy statements in the plan are in reference to new regulations or standards to update the City's *Land Development Code* (LDC) to address community issues that came out of the 2007 plan. In 2014, a complete overhaul of the LDC was adopted. In 2015, the City completed a Community Analysis as a first step of updating the *Master Plan*. The 2007 *Master Plan* can be found at the following link:

<http://www.gunnisonco.gov/Planning/City%20of%20Gunnison%20Master%20Plan.pdf>

Annexation plans, sub-area plans and the Community Analysis can be found at the following link: <http://www.gunnisonco.gov/departments/planning/index.php>

The West Gunnison Neighborhood Plan. The *West Gunnison Neighborhood Plan*, adopted in 2008, directs how in-fill development will occur in the western part of the community. The *West Gunnison Neighborhood Plan* encompasses an area bounded by Highway 50 on the east and south, Tomichi Avenue on the north, and the Gunnison River on the west.

The VanTuyl Ranch Management Plan (August 2010) is another sub-area plan that has been adopted by the city. This plan was developed prior to the annexation of the Ranch. The structure of the plan is very diverse but it focuses on future land uses, agricultural management strategies, and natural resource management.

Annexations. Since the adoption of the 2007 *Master Plan*, there have been two major annexations that have occurred. The Gunnison Rising annexation (2010) and VanTuyl Ranch annexation (2012) have extended the city boundary and future service needs to these annexed territories. Annexation of Gunnison Rising has provided the ability to plan and manage future growth of the community. Understanding and directing the future service needs to facilitate this growth is a paramount need to be documented in the upcoming *Comprehensive Plan*. Municipal service needs will include utility and street extensions as well as services such as fire, police and administrative functions. Gunnison Rising is a master planned PUD, detailing future street layout, land uses and other related functions – Gunnison Valley Properties, owners of the annexation territory, are beginning a process to reassess the 2010 master development plan and PUD documents and the city will be involved in this process.

West Gunnison. The 2007 *Master Plan* recognized that the majority of future infill development will occur in West Gunnison. In 2008, the City developed the *West Gunnison Neighborhood Plan* and focuses on defining the future physical development of this area of the community. One of the significant outcomes of the *West Gunnison Neighborhood Plan* was that the City took over the wastewater services previously provided by the West Gunnison Sanitation District. This has helped facilitate additional

utility extensions and subdivisions of property in this area. The existing *Master Plan* does not contemplate the planning details addressed in the *West Gunnison Neighborhood Plan*, and a revised *Comprehensive Plan* will provide necessary integration or a more clearly defined blueprint for infill development.

Transportation. The 2007 *Master Plan* provides a general summary of transportation functions but the breadth of this topic has changed significantly. For example, street extensions associated with the Gunnison Rising annexation are significant and the upcoming *Comprehensive Plan* will provide clearer direction regarding transportation elements of the Gunnison Rising annexation.

The Non-Motorized Transportation Plan. In April 2013, the Council also adopted the *City of Gunnison Non-Motorized Transportation Plan*, which has helped focus efforts to integrate complete street design practices into the community development process. This plan, directs future development of multi-use trails, sidewalks and bike lanes on city streets. The recreation ballot initiative in 2007 allocated funds for constructing the ice rink, pool and future trails. The obligation to spend one million dollars for the construction of trails was met in 2014. However, there are additional trail segments identified in the *Non-Motorized Transportation Plan* (2013) to be completed. While the *Master Plan* contemplated non-motorized transportation needs it does not have the depth and context of information that is found in the *Non-Motorized Transportation Plan*. The updated *Comprehensive Plan* can address the scope of information to better direct future trails and sidewalk extensions.

3. ***PROJECT GOALS AND AREAS OF FOCUS***

3.1 **Goals**

The City has a variety of planning documents, some of which are very relevant and up to date, such as the Gunnison Vibrancy Initiative Project. Others are outdated but may still have valid concepts such as the *Three-Mile Plan*. A missing element in the community planning is a practical unifying vision for the community which respects the heritage and values of the community, but leverages the resources of the community to be poised for the future. Specific goals for an updated *Comprehensive Plan* include:

- 1) Developing a vision for Gunnison that is consistent with its values and embraces the future which provides meaningful direction for decision making and alignment with goals and strategies.
- 2) Providing a meaningful framework for decision making that aligns land use, housing, transportation (vehicles, pedestrians, cyclists), recreational, environmental and economic strategies around a common vision/direction for the community.
- 3) Providing a creative two-way public engagement approach to achieve the first two goals in a timeframe where community participation/project momentum is successfully sustained and strategies are still relevant to the issues identified at the beginning of the project (i.e. we complete the project in less than 1 – 1.5 years).

- 4) Achieving measurable results that will be identified in the plan that enhance Gunnison as a desirable place for people to live, work, play, and learn.

3.2 Areas of Focus

The proposed project approach should include a methodology for confirming areas of focus in the *Comprehensive Plan* and critical results that should be achieved in the plan. To help provide a perspective for consultants considering submitting proposals, the following is offered as a summary of known issues and a sense of their importance.

Vision and Direction. An effective and commonly accepted vision for the future is not available, given that Western State Colorado University is in the midst of significant change which could be very beneficial. The Gunnison Rising Annexation is being re-envisioned and now has the potential for implementation which could have significant implications for the valley as a whole. Winter tourism which has been losing market share may rebound with Vail Resort purchasing Crested Butte Mountain Resort. We need to determine how both new opportunities and challenges mesh with the values of the Gunnison Community in determining a future vision.

Economic Resiliency and Housing. Tourism, and historically natural resource extraction (which has all but disappeared in the last 30-40 years), have been major economic foundations in the valley along with Western. Our tourism based economy creates a relatively low average income. Compounding that challenge is our cost of living is high particularly with housing. The median housing price in Gunnison is above \$400,000 which requires an income of \$98,000. Unfortunately, our average median family income is \$35,000. We are working with partners to increase housing opportunities and also working with the ICELab@Western to create and attract entrepreneurs to our valley that will increase our average income. Creating a strong sense of place in our Central Business District is also a strong economic priority which has been found to be a critical element in small businesses locating to mountain communities. Also, we have undeveloped land for both commercial and residential uses in the City of Gunnison which is very unique in mountain towns.

Infrastructure. A major priority for the City is implementing a capital replacement and maintenance plan for our utilities, roads and sidewalks, city buildings, and broadband infrastructure. Historically, there has been significant underfunding of infrastructure (which is an issue throughout the United States). The good news is that significant progress in being made in this area and we do fundamentally have good capacity to support development in the City. However, new growth needs to be sustainable in terms of the city's manmade and natural resources.

Multi-modal transportation. Two state highways (50 and 135) come through the City and meet at Main and Tomichi. A significant issue has been conflicts between cars, pedestrians, and cyclists with increasing traffic coming through the City – particularly in the summer. In addition, the City has very wide streets even in residential areas which has a tendency to increase average speeds. These wide streets are both a point of pride

for the City but also a challenge in managing vehicular speeds. The City has been implementing a *Non-Motorized Transportation Plan* and there are still significant opportunities to create a looping non-motorized trail system around the City. A positive trend in the Valley has been the expansion of a regional transit authority which provides bus service from Gunnison to Mt. Crested Butte. A circulator bus and a park and ride location are most likely critical issues for the future.

Environmental Policy& Program. The City Council asked that the *Comprehensive Plan* also include the creation of an environmental policy and plan. We anticipate a working committee that may be potentially lead by Western to help work on this area with the City and other partners. A flourishing new Masters in Environmental Management program at Western is providing creative and innovative leadership in this area for the community.

Neighborhood/Area planning. As mentioned above there are a number of specific plans for areas of the City including the *West Gunnison Neighborhood Plan* and the Gunnison Vibrancy Initiative focused on Main Street. Additional neighborhood planning may be an issue. Integrating the good work from specific area plans into a *Comprehensive Plan* will be a need in this project.

Land Use Code and Strategies that achieve desired community results. An honest debate could occur on whether we have seen successful results from our land use planning or not. The *West Gunnison Neighborhood Plan* has seen very little implementation but it may have also been a function of the recession. Gunnison Rising as it was approved has been dormant since 2007 but now has the opportunity for a new vision. A critical issue is the City's *Three-Mile Plan* which is outdated and very much needs a focused look in the context of the City's goals. Land Use policy and regulations should implement the City's vision and goals.

4. REQUEST FOR PROPOSAL PROCESS

4.1 RFP Process

A request for qualifications (RFQ) was issued in the Spring of 2018. It was anticipated that the finalists for that RFQ would be asked to respond to an RFP. After reviewing the limited number of responses received, the City Council elected to invite all qualified consulting teams to respond to this RFP including those that responded to the RFQ. Furthermore, the goals of the project were refined and staff has proposed an overall project budget of \$200,000 and discussed this budget with the City Council. It should be noted that the City will retain a portion of the total budget for logistical (meeting room costs, food, advertisement, social media campaign, web site support, and materials for public meetings) costs during the project. In addition, the City would like to discuss the idea of utilizing a highly qualified intern that would both support City Staff and the selected consultant with the project. The City has already budgeted \$25,000 to potentially initiate the project in 2018 with the assumption that most of the scope of work

would occur in 2019. The \$25,000 budgeted in 2018 is inclusive of the total budget. The following process is proposed:

July 24, 2018	Final RFP review by City Council and Planning Commission
July 26, 2018	Issue RFP on July 26 with BidNet via http://www.gunnisonco.gov/business/bids_and_proposals.php
August 23, 2018	Pre submittal conference call to answer questions. You must download RFP prior to this date to receive conference call instructions.
September 21, 2018	By 3:00 p.m. Mountain Time complete proposal will be due.
Oct 1-Oct 2, 2018	Potential Interviews of Finalists
October 9, 2018	Anticipated date for selection by City Council

Note: the above schedule is subject to change at the City's discretion. Changes and clarifications to the RFP will be made using BidNet at the web site stated above.

4.2 **RFP Evaluation**

The RFP evaluation and selection criteria include:

- A. Demonstrated results from previous plans and feedback from previous clients.
- B. Ability to provide a creative two-way public engagement approach to achieve the goals of this project and public support for project outcomes. A progressive approach is desired where vision and strategies are congruent with the community's values. Also the approach should anticipate an active partnership with city staff and community stakeholders. Time and duration of the project in conjunction with maintaining momentum and public interest in the project are critical considerations.
- C. Demonstration of professional, technical, and legal expertise (Colorado focused) and experience of the principal personnel assigned to the project specifically in successfully completing complex, multi-faceted (comprehensive) plans which are action oriented.
- D. Innovative approaches and examples to creating a Comprehensive Plan are requested in terms of its form and approach. The best approach may not be a traditional document but rather a web based product that links to various topical areas for example. Supporting decision making and achieving results is the primary consideration for evaluating proposed approaches to the project.
- E. Ability to adapt approach and tactics throughout the Comprehensive Plan update process to feedback from stakeholders, participation in public events, and taking advantage of opportunities for public engagement as they present themselves.

- F. Cost of preparation in relationship to the services proposed. The lowest cost will not necessarily be the selected proposal and quality of the proposal is a significant factor within the established City budget parameters.

The City administration shall review the RFP proposals and will decide to interview a selected and limited number of consultants in order to make a final “short-list” determination.

4.3 **RFP Submittal Content and Format**

The RFP shall be provided in one electronic copy (PDF format, on a memory stick – these materials can be emailed if not over 10Mb in file size) shall be submitted by **3:00 pm on September 21, 2018**. The proposal should be sent to Russell Forrest at rforrest@gunnisonco.gov or to 201W. Virgiana Ave, PO Box 239, Gunnison, Co 81230. All submission materials shall be retained by the City and not returned. At a minimum the RFP response shall include:

1. Letter of transmittal.
2. The submittal shall include a full explanation of qualifications for the individuals and companies that would be working on the project. A summary of qualifications should include at a minimum:
 - Consultant team organizational profile including background and experience of the team and the primary staff members who are proposed to work directly on the project. Listing of company name of any sub-consultants and the addresses of their office locations along with contact information.
 - Current resume of the project manager that outlines experience related to managing and facilitating a comprehensive plan as described above. Specific examples should be included of major community projects which were facilitated by the project manager.
 - Minimum number of hours per week each individual will be specifically dedicated to this project during the project. Please note if the City awards a contract it will preclude changes in personnel and/or major change in hours of individual personnel unless approved by the City.
 - Propose how the City and the Project team could engage a resource which may be an intern to provide on the ground support for the project.
 - Previous project experience and summaries, including reference and contact information for a minimum of four relevant projects of similar scope and scale which demonstrate pertinent experience. An additional listing of pertinent projects may be included. Also include reference contact information for each project.
 - A summary of examples of significant implementation of previous plan recommendations.

3. Proposed Approach and Schedule: Provide a proposed project schedule and a specific approach for achieving the goals outlined in this RFP. The proposed approach should include at a minimum the following:
 - The proposal should include how the goals of the project are achieved.
 - Specifically describe desired partnerships in executing the project and specific assumptions for the City in supporting the scope of work for this project. Describe how the community, stakeholders, and staff resources can be leveraged to create an efficient, engaging process and build capacity within the community for implementation of the Plan.
 - Provide a proposed a multi-pronged public participation plan that actively engages elected and appointed officials, various stakeholder and advocacy groups, neighborhoods, the general citizenry, and City staff in the pursuit of the plan's development.
 - Describe how the Comprehensive Plan can build upon recent planning efforts (City's Strategic Plan, Vibrancy Project, IOOF, Lazy K, One Valley Prosperity Project).
 - The proposal should include a specific approach to create:
 - A meaningful community vision based on our values.
 - Specific results/goals that should be achieved through the implementation of the plan which reflect community priorities and aspirations.
 - A framework for creating an effective action plan to guide land use, related policy (e.g. housing, economic) decisions and public investment in the future to achieve the community's vision.
4. Cost Estimate: The consultant shall provide a cost estimate for completing the entire project including a lump sum dollar figure for all consultant and sub-consultant services, fees, and charges as well as document and graphics preparation, reproduction, and delivery. Separately break out and show all associated reimbursable costs for providing these services (e.g. office space, phone, travel, reproduction, etc.). The budget should include all anticipated costs.
5. Provide an itemized list and your proposed cost (either lump sum or hourly rate) for optional services that may be of benefit to the City but are not identified in this RFP.

4.4 **Contact and Questions**

Please refer to http://www.gunnisonco.gov/business/bids_and_proposals.php for information on this RFP. Contact Russell Forrest, City Manager, for questions at rforrest@gunnisonco.gov.

5. SPECIAL CONDITIONS

1. City is open to suggestions other than those listed in this proposal which consultants believe would be of value to producing the best Comprehensive Plan Update for the City of Gunnison.
2. The City intends to select a consultant and proceed to contracting for an agreed upon lump sum amount.
3. The City of Gunnison shall not be liable for any costs incurred for the preparation of this RFP.
4. The City reserves the right to reject any or all proposals, to waive any non-material irregularities or information in any Proposal, and to accept or reject any item or combination of items. The City further reserves the right to cancel the contract if a final scope of services cannot be acceptably agreed to between the selected consultant and the City.
5. The City reserves the right to inspect the business reputation or other qualifications of any firm, and to reject any proposal, irrespective of quoted prices, if it is determined to be lacking in any of the essential components to assure acceptable standards of performance. The City reserves the right to obtain financial data or other supplemental information concerning the consultant or any sub-consultant.
6. All proposals received shall become the property of the City. All proposals shall become a public record and shall be regarded as public records except for those parts of each proposal which are defined by the proposer as business or trade secrets, provided that such parts are clearly marked as “trade secret”, “confidential”, or “proprietary.”

6. SERVICE CONTRACT REQUIREMENTS

The selected consultant(s) will be responsible for maintaining the level and type of insurance, employment practices, and other details established by the City of Gunnison Service Contract. A sample City of Gunnison Service Contract may be viewed at the following link.
<http://www.gunnisonco.gov/docs/Finance/Employee%20Forms/ServicesContract.docx>



To: City Council
From: City Attorney Kathy Fogo
CC: City Manager Russ Forrest
Date: July 24, 2018

Re: Procedure for Sale of City Owned Property

The City of Gunnison Charter, Section 11.2, states the following regarding the sale of land and water rights:

“Neither lands owned and used by the City for park or governmental purposes, nor water rights, shall be sold or conveyed without an affirmative vote of a majority of the qualified tax-paying electors of the City voting thereon, at any special or general election...”

Section 31-15-713, C.R.S. contains the same requirement for land used or held for park or governmental purposes, however, other real estate owned by the municipality may be sold or disposed of upon such terms and conditions as the governing body may determine at a regular or special meeting.

Section 31-1-102, C.R.S. limits the applicability of 31-15-713 by stating that a conflicting municipal charter provision or ordinance of a home-rule municipality supersedes the language of the statute.

Case law interpreting “used” and “park and governmental purpose” has held that potential uses or even steps toward a use, e.g., lease and option agreement or land planning, do not constitute use as a park or governmental purposes.

In addition, recent case law supports long-standing approaches used by home-rule municipalities that have, by charter or ordinance, developed a policy for the disposition of municipally-owned real estate, even when such has been used or dedicated as a park or for governmental purposes. Such policies are deemed to be consistent with home-rule authority and recognition that land use policy traditionally has been a local government function.

Where either there is no governmental use and/or where there is a determination to dispose of land subject to a policy created by ordinance of the governing body, real estate owned by the city can be sold by ordinance, and an election is not required. A policy can also create flexibility for the governing body, with continuing public input, that the election process cannot offer. A template policy from Fort Morgan is attached for your review.

Action Requested of Council: The immediate application for the question of whether an election needs to be held, whether an election is desired, or whether development of a policy is an appropriate course, relates to the Lazy K property and how Council wishes to proceed with the current plans for the property.

Sec. 4-7-300. - Disposition of City-owned real property.

- (a) Purpose. The purpose of this Section is to set forth the rules and regulations to enable the Mayor and members of City Council to establish a uniform procedure for the disposition of City-owned real property to ensure that such property will be developed for the most appropriate benefit for the public.
- (b) Objectives. The objectives of this Section are as follows:
 - (1) To establish a uniform procedure for the disposition and sale of City-owned real property; and
 - (2) To encourage the development and sale of real property in a manner beneficial to the residents of the City; and
 - (3) To encourage development that will maximize the public investment in existing and future capital improvements; and
 - (4) To provide additional opportunities and options in the development of public-private partnerships.
- (c) Procedure for disposition of property. The following procedure shall govern the sale or disposition of City-owned real property.
 - (1) The City Council has authority to determine whether it is in the best interests of the City to sell or dispose of City-owned real property and to determine the appropriate terms thereof according to the following considerations:
 - a. The significance of the positive economic impact on the City, including, but not limited to, the number of jobs (number of full-time, part-time and seasonal), average salary, benefits, etc.;
 - b. The potential of the development for providing quality employment or community enrichment opportunities;
 - c. The monetary value of the land, as well as the monetary value of the proposed development upon completion;
 - d. The request and value of economic development incentives by a potential developer;
 - e. The elimination of blighted property or efforts to expand tax base for the City.
 - f. Additional criteria the City Council may wish to consider in making its determination.
 - (2) The City Manager, in performance of his or her duties, may develop site-specific recommendations to the City Council for the sale or disposition of such real property pursuant to part (1) of this section.
 - (3) The City Manager may prepare a list of real property for sale or disposition annually and recommend to the City Council the approval of placing the property for sale to the

public for no less than the fair market value.

- a. Upon approval of the property list, the City Manager shall have authority to authorize the appraisal and sale of surplus property at, or above, the fair market value without further approval from the City Council.
 - b. The approved list shall be provided to the public, and the City Manager shall consider and negotiate offers on the property at any time following the appraisal. The City Manager shall use his or her best efforts to maximize the value received by the City for the disposition of the property.
- (d) Notwithstanding the authority of City Council to authorize the sale or disposition of City-owned real property, any property conveyed to the City by grant, deed, or trust that contains a specific use pursuant to the conveying document(s), with which the City (without undue burden or economic hardship) has the ability to comply, shall be subject to prior approval through a regular or special election.

(Prior code 22A-22; Ord. 1110 §1, 2010; Ord. 1115 §1, 2011; Ord. No. 1176, § 1, 7-21-2015.)



To: City Council
From: City Clerk Erica Boucher
CC: City Manager Russ Forrest
Date: July 24, 2018

RE: City Participation in a November 6, 2018 Coordinated Election

Councilors:

Per State Statutes, the City must enter into an Intergovernmental Agreement (IGA) with Gunnison County in order to participate in the November 6, 2018, General Election. At the July 10, 2018 Regular Session Council meeting approved Resolution No. 5, Series 2018, and directed staff to officially notify the County of the City's intention to participate in a coordinated election. Attached is the notification letter to Deputy County Clerk Diane Folowell requesting the City's participation in the November 6, 2018 General Election.

As stated in the notice, the City will execute the required Intergovernmental Agreement (IGA) with the County prior by August 28, 2018. This IGA outlines the County's and City's obligations and responsibilities for the conduct of the election. Also required in State Statutes, the City will certify the ballot order and content language with the County no later than Friday, September 7, 2018.

Timing and Next Steps

Election Schedule: Below is an election schedule for Council to review to understand City County deadlines to participate in an election in November.

Tuesday, July 24, Council

Council directs Mayor to sign an IGA with Gunnison County to participate in a coordinated election in November.

July 25-August 10

City drafts and finalizes ballot language.

Tuesday, August 14, Council Meeting

Council reviews and, if acceptable, approves ballot language. After the ballot language is

approved, the City submits the ballot language to the County. While a public hearing is not required by law, the City recommends gathering public input on the ballot language.

Tuesday, August 28, Council Meeting

Council has the opportunity to finalize and approve any ballot language, if the language was not approved on August 14.

Friday, September 7

Last day for the City to certify ballot language and order to the County Clerk.

Tuesday, September 25

City must deliver to the County Clerk the full text of any required ballot issue notices.

Action requested of Council: To discuss and authorize the Mayor to sign the approved IGA between the City of Gunnison and Gunnison County regarding the City's participation in the November 6, 2018.



City of Gunnison

July 12, 2018

Gunnison Deputy County Clerk Diane Folowell
221 N. Wisconsin Street
Gunnison, CO 81230

Re: November 6, 2018 Coordinated Election

Dear Ms. Folowell,

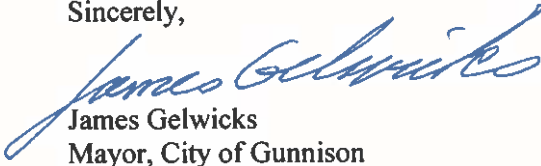
At the City Council Regular Session meeting of July 10, 2018, the Council approved the City's participation in the November 6, 2018, General Election to be coordinated with Gunnison County.

Pursuant to C.R.S. 1-7-116(5), this letter is official notification of the City of Gunnison's request to participate in the Coordinated Election to be conducted by Gunnison County on November 6, 2018.

The City of Gunnison will have at least one question on the November 6, 2018 ballot. I, the Mayor, will execute and submit the required Intergovernmental Agreement between Gunnison County and the City of Gunnison by Tuesday, August 28, 2018. The City will certify the ballot content no later than Friday, September 7, 2018.

We look forward to working with you this November.

Sincerely,


James Gelwicks
Mayor, City of Gunnison

INTERGOVERNMENTAL AGREEMENT

BETWEEN

GUNNISON COUNTY CLERK AND RECORDER

AND

CITY OF GUNNISON

Regarding the Conduct and Administration of the

NOVEMBER 6, 2018

GENERAL ELECTION

Prepared by:

Kathy Simillion

Gunnison County Clerk and Recorder

221 N. Wisconsin Street

Gunnison, Colorado 81230

(970) 641-7927

THIS AGREEMENT is made by and between the Gunnison County Clerk and Recorder ("County Clerk") and the City of Gunnison ("Jurisdiction") collectively as the ("Parties"); and

WHEREAS, pursuant to the Uniform Election Code of 1992 (Articles 1 to 13 of Title 1, C.R.S.), governmental entities are encouraged to cooperate and consolidate elections in order to reduce taxpayer expenses; and

WHEREAS, the County Clerk and Jurisdiction have determined that it is in the best interest of the taxpayers and the electors to conduct a general election on November 6, 2018 ("General Election"); and

WHEREAS, such agreements are authorized by Colorado law.

NOW, THEREFORE, for and in consideration of the promises herein contained, the sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. This election shall be conducted as a coordinated election in accordance with the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.) ("Election Code"). Pursuant to the Election Code, the election participants are required to execute agreements with the County Clerk for this purpose and may include municipalities, school districts, and special districts within Gunnison County limits and the State of Colorado.
2. The County Clerk is designated as the Chief Election Official ("CEO").
3. FURTHER, the Parties agree as follows:

SECTION I. DEFINITIONS

1.1 DEFINITIONS:

- A. "Address Library Report" means the address report from the Secretary of State ("SOS") voter registration system which defines street addresses within the jurisdiction.
- B. "Chief Election Official", ("CEO") shall mean the Gunnison County Clerk and Recorder who shall act as the "Coordinated Election Official," as defined within the Colorado Election Code and SOS Rules and, as such, shall conduct the election for the Jurisdiction for all matters in the Colorado Election Code and SOS Rules which require action by the CEO.
- C. "Colorado Election Code" means any part of the Uniform Election Code of 1992, (Articles 1-13 of Title 1, C.R.S.)
- D. "Coordinated Election" means an election where more than one jurisdiction with overlapping boundaries or the same electors holds an election on the

same day and the eligible electors are all registered electors, and the County Clerk is the Chief Election Official for the jurisdictions.

- E. "Contact Officer" who shall act as the primary liaison or contact between the Jurisdiction and the County Clerk. The Contact Officer shall be that person under the authority of the County Clerk who will have primary responsibility for the coordination of the election for the Jurisdiction and the procedures to be completed by the County Clerk hereunder.
- F. "Designated Election Official" ("DEO"), who shall be identified by the Jurisdiction to act as the primary liaison between the Jurisdiction and the Contact Officer and who will have primary responsibility for the conduct of election procedures to be handled by the Jurisdiction hereunder. To the extent that the Colorado Election Code requires that an Election Official of the Jurisdiction conduct a task, the DEO shall conduct same.
- G. "IGA" means Intergovernmental Agreement between the County Clerk and the Jurisdiction for election coordination.
- H. "Jurisdiction" means those Jurisdictions or local governments participating in the Coordinated Election under the terms of this Agreement.
- I. "Local Government Election Code" means or any other Title of C.R.S governing participating Jurisdiction's election matters.
- J. "Mail Ballot Packet" means the packet of information provided by the chief election official to eligible electors in the mail ballot election. The packet includes the ballot, instructions for completing the ballot, a secrecy envelope, and a return envelope. § 1-7.5-103(5), C.R.S.
- K. "Post-Election Audit" means such audit as set forth in SOS Rule 11.3.3.
- L. "Proposed Jurisdiction" means a jurisdiction which may be formed pursuant to this election which is not yet identified by a tax authority code in the County Assessor database.
- M. "SOS" means State of Colorado Secretary of State.
- N. "SOS Election Calendar" means the most recent election calendar as published on the SOS website located at www.sos.state.co.us.
- O. "SOS Rules" means State of Colorado Secretary of State Rules.

SECTION II JURISDICTIONAL LIMITATION

2.1 THE LIMITATIONS OF THE JURISDICTION INCLUDE:

- A. The Jurisdiction encompasses territory within Gunnison County. This Agreement shall be construed to apply only to that portion of the Jurisdiction within Gunnison County.
- B. Where the Jurisdiction is entirely contained within Gunnison County, the CEO has jurisdiction in setting ballot order and number. When the Jurisdiction is split among more than one county, the CEO agrees to coordinate with the Controlling County CEO, pursuant to SOS Rule 4.2, prior to agreeing upon ballot order or numbering.

SECTION III COUNTY CLERK AND JURISDICTION RESPONSIBILITIES

The County Clerk and the Jurisdiction shall each perform their respective duties and/ or functions within the context of this Agreement:

3.1 JOINT RESPONSIBILITIES

- A. All parties shall familiarize themselves with all statutory and regulatory requirements impacting coordinated elections and TABOR notices if required.
- B. Nothing herein shall be deemed or construed to relieve the CEO or the Jurisdiction from their official responsibilities for the conduct of the election.
- C. All parties shall adhere to all applicable provisions of the Colorado Election Code which are necessary or appropriate to the performance of the above duties.
- D. All parties shall enforce all provisions of the Fair Campaign Practices Act as they may apply to the conduct of the election.

3.2 THE COUNTY CLERK SHALL PERFORM THE FOLLOWING TASKS IN RELATION TO SAID ELECTION:

- A. Designate a "Contact Officer". The CEO has designated the Gunnison County Election Manager, Diane Folowell, who will serve under the authority of the CEO as the Contact Officer. The Contact Officer shall have the specific duty of assisting with the election of the Jurisdiction (such oversight shall not preclude such Contact Officer from assisting with the elections of other jurisdictions or from performance of other tasks as delegated by the CEO). The Contact Officer shall provide to the

Jurisdiction's DEO such advice (not including legal advice) and oversight as may help in the conduct of the Jurisdiction's election. The Contact Officer may be reached by telephone at 970-641-7927, fax at 970-642-4675 or e-mail to dfolowell@gunnisoncounty.org.

- B. Give assistance and information to the DEO of the Jurisdiction on any matter related to elections to ensure the smooth and efficient operation of the election (such information shall not include legal advice).
- C. Adhere to all applicable provisions of the Colorado Election Code which are necessary or appropriate to the performance of the above duties.
- D. Enforce all provisions of the Fair Campaign Practices Act as they may apply to the conduct of the election.
- E. Use the Address Library Report attached hereto and incorporated herein by reference as Exhibit A and any documents provided regarding annexation, inclusion and or exclusion, to identify eligible electors within the Jurisdiction.
 - 1. Provide the Jurisdiction with an Address Library Report which defines Jurisdictional boundaries in terms of residential street ranges based on County Assessor data along with a Boundary Map attached hereto and incorporated herein by reference as Exhibit B.
 - 2. County Clerk will verify errors, omissions, and/or corrections identified by the Jurisdiction against County Assessor data, and where appropriate, modify street ranges to accurately define the eligible electors within the Jurisdiction.
 - 3. Receive from Proposed Jurisdictions a certified legal description, map, and street list, identifying all street ranges for street addresses within the proposed Jurisdiction by no later than 5:00 p.m. MST August 28, 2018. In the event residential addresses are not available, the Proposed Jurisdiction will be required to provide a list of the land parcel numbers which are within the boundaries of the Proposed Jurisdiction.
 - 4. Receive from the Jurisdiction a certification of the accuracy of the Address Library Report and Boundary Map, along with any changes, additions, or deletions that need to be made, to the CEO by no later than 5:00 p.m. MST August 28, 2018. If the street list information and/ or certification are not provided by the date specified herein, the Jurisdiction may not participate in this Coordinated Election.
 - 5. Receive from the Jurisdiction a certification of any annexations, inclusions, and or exclusions, adopted since January 1 of the current year, to the CEO by no later than 5:00 p.m. MST August 28, 2018. If

the certification and/ or supporting documents are not provided by the date specified herein, the Jurisdiction may not participate in the Coordinated Election.

- F. Contract for Mail Ballot Packets with a vendor acceptable to the CEO and remit payment directly to the vendor.
- G. Lay out the text of the official ballots in a format that complies with the Colorado Election Code.
- H. Provide ballot printing layouts and text for proofreading and signature approval by the Jurisdiction prior to final ballot printing.
- I. Mail the ballot packets as required by the Colorado Election Code.
- J. Make available a certified list of registered voters on or before the deadline as set forth within the SOS Election Calendar attached hereto and incorporated herein by reference as Exhibit C.
- K. Appoint, instruct, oversee, and administer the payment of the judges of the election.
- L. Coordinate with the Board of Commissioners.
- M. Prepare and run the required Logic and Accuracy test deck.
- N. If applicable, provide daily business day pick-up of the sealed ballot container(s) containing voted ballots from all assigned locations. Provide replacement sealed empty ballot container(s).
- O. Publish and post the required legal notices pursuant to § 1-5-205(1) , C.R.S. Notice shall be published for the Jurisdiction's ballot issues, ballot questions, and/ or candidates on or before the deadline as set forth within the SOS Election Calendar.
- P. CEO will refer members of the press to the DEO regarding specific questions about candidates or ballot questions.
- Q. Provide the necessary electronic voting tabulation equipment, personnel properly trained in electronic tabulating equipment, programming of the vote tabulating equipment, and the facility to conduct the ballot tabulation.
- R. Conduct and oversee the process of counting the ballots and reporting the results by Jurisdiction.
- S. Provide a secure area for no more than one watcher appointed by the Jurisdiction to observe the ballot counting procedures. Jurisdiction shall ensure participation of its personnel in each of the steps of the processing of the ballots prior to tabulating of the ballots.

- T. Conduct a recount of the ballots where the final ballot tabulation results are close enough to require a recount by law, or if not required by statute, upon the request of the Jurisdiction, for any reason. In either scenario, the cost of the recount will be charged to the Jurisdiction. If more than one Jurisdiction is involved in the recount, the cost will be pro-rated among the participating Jurisdictions equally. In conjunction with the Jurisdiction, prepare and run the required Post Election Audit before certifying election results.
- U. Conduct a canvass of the votes and certify the results of the Jurisdiction's election within the time required by law and forthwith provide the Jurisdiction with a copy of all election statements and certificates which are to be created under the Colorado Election Code
- V. Submit to the Jurisdiction an itemized invoice for all expenses incurred under this Agreement. Within thirty (30) days from the date of receipt of such invoice, the Jurisdiction shall remit to the County Clerk the total payment.
- W. Store all election records as required by the Colorado Election Code.

3.3 THE JURISDICTION SHALL PERFORM THE FOLLOWING TASKS IN RELATION TO SAID ELECTION AND TABOR NOTICE:

- A. The Jurisdiction shall fully perform each and every requisite to ensure that this election shall be conducted as a coordinated election in accordance with the Uniform Election Code of 1992 (Articles 1-13, Title 1, C.R.S.), the Local Government Election Code, any and all applicable Colorado Revised Statutes, Jurisdiction's Charters and/or its Bylaws.
- B. If compliance of the above paragraph 3.3.A. requires approval by ordinance or resolution for participating in the Coordinated Election, upon execution of this Agreement, the Jurisdiction shall provide the CEO with a copy of the ordinance or resolution stating that the Jurisdiction has adopted the Colorado Election Code and that the Jurisdiction will participate in the Coordinated Election in accordance with the terms and conditions of this Agreement. The ordinance or resolution shall further authorize the presiding officer of the Jurisdiction or other designated person to execute this Agreement.
- C. Identify a DEO to act as liaison between the Jurisdiction and the CEO.
- D. DEO shall familiarize themselves with all statutory and regulatory requirements impacting the Jurisdiction.
- E. Identify immediately to CEO if Jurisdiction is shared by any additional county. Procedures will be followed as per SOS Rule 4.2 to determine

controlling county for purpose of setting up shared races, issues, and questions in coordinated elections.

- G. The Jurisdiction confirms that it has sufficient funds available and appropriated in its approved budget to pay its prorated election expenses for this Coordinated Election.
- H. This Agreement must be fully executed by no later than August 28, 2018 pursuant to the Colorado Election Code and the SOS Election Calendar. The Jurisdiction must return a signed copy of this Agreement to the CEO prior to that date.
- I. Provide at least one member, and no more than two members, from the Jurisdiction available to participate in each of the steps of the election process.
- J. Use the Address Library Report provided by the County Clerk to identify eligible electors within the Jurisdiction. In order for the CEO to provide correct ballots to electors, the information contained in the Address Library Report must be accurate. If the street list information and/or certification are not provided by the date specified herein, the Jurisdiction may not participate in this General Election.
- K. Identify any errors, omissions, and/ or corrections to the street ranges used to define Jurisdictional boundaries, in writing by no later than 5:00 p.m. MST August 28, 2018.
- L. DEO shall verify and certify to CEO, by submittal of the Address Library Report & Boundary Map Approval Form attached hereto and incorporated herein by reference as Exhibit D, the accuracy of the Address Library Report and Boundary Map including any changes, additions, or deletions to be made to the street ranges and return with signed IGA on or before the deadline as set forth within the SOS Election Calendar. CEO shall have no obligation whatsoever to perform such verification.
- M. Proposed Jurisdictions, not already identified by a tax authority code in the County Assessor's records, will provide the CEO's office with a certified legal description, map, and a street list, identifying the street ranges for all streets within the Jurisdiction by no later than 5:00 p.m. MST August 28, 2018. In the event residential addresses are not available, the proposed Jurisdiction agrees to provide a list of the land parcel numbers that are within the boundaries of the proposed Jurisdiction.
- N. DEO shall verify and certify to CEO of any annexations, inclusions, and or exclusions, to the Jurisdiction, including all supporting documents, by no later than 5:00 p.m. MST August 28, 2018.

- O. The DEO and not the CEO, shall be responsible to provide each candidate with the necessary petition. The DEO shall review all petition information and verify the information against the registration records, and, where applicable, the County Assessor's records as per § 1-4-908, C.R.S. After review, the DEO shall notify the candidate of the number of valid signatures and whether the petition appears to be sufficient or insufficient. Upon determining that the petition is sufficient and after the time for protest has passed the DEO shall certify the candidate to the ballot, and, if the election is a coordinated election, so notify the CEO.
- P. Provide a certified copy, and an electronic copy in a ".doc or .rtf" format as an email attachment to the Clerk's office at dfolowell@gunnisoncounty.org AND ksimillion@gunnisoncounty.org, of the ballot content (candidates, issues and questions) exactly as it is to appear and be printed on the ballot pages and sample ballots. The certified list of candidates, ballot issues and/or ballot questions shall be final and the Clerk shall not make any changes to the same. Such certified copy and electronic transmission shall be received at the earliest possible time but, in accordance with C.R.S. 1-5-203(3) (a), by no later than 5:00 p.m. MST September 7, 2018.
- Q. The Jurisdiction shall proofread and approve the ballot language for printing as soon as the proposed ballot is available. The Jurisdiction shall designate a person to be available for proofing and approving ballot content prior to printing by completing and returning the Designated Individual for Ballot Proofing and Approval Form, attached hereto and incorporated herein by reference as Exhibit E, by no later than 5:00 p.m. MST September 10, 2018. The designated individual shall be available from 8:00 a.m. to 5:00 p.m. MST from September 13, 2018 until final approval of the ballots for printing.
- R. Jurisdiction is strongly encouraged to write initiatives in plain, non-technical language, worded with simplicity and clarity in compliance with all statutory requirements as per § 1-40-105(1), C.R.S.
- S. Jurisdiction shall attempt to limit content to four linear ballot column inches. Content exceeding this limit will be subject to additional fees. Content limits shall not apply to candidate races.
- T. Respond to inquiries as follows: The CEO shall respond to all correspondence and calls within its expertise relating to election procedures. The CEO and Contact Officer shall refer correspondence and calls concerning the substance of the ballot issues or the operations of the Jurisdiction to a person designated by the Jurisdiction to the CEO at least forty-five (45) days prior to this election. The DEO shall have staffing by Jurisdiction and be available to the CEO; and also shall reply to the originator of such substance and operations questions within a reasonable

time after being notified of the same by the CEO. The DEO shall refer correspondence and calls relating to election procedures, and which are outside of the DEO's expertise, to the Contact Officer for response.

- U. Determine the ballot title and text.
- V. Certify, if applicable, the candidate, the list of ballot issues and/or ballot questions electronically (with receipt confirmed by the County Election Division) in a plain text format on or before the deadline as set forth within the SOS Election Calendar. The ballot content must be certified in the order in which it will appear on the ballot. The certified list of candidates (order determined by lot drawing, or if applicable, city / town charter), ballot issues, and/ or ballot questions shall be final and the County Clerk will not be responsible for making any changes after the certification, except those prescribed by statute. The County Clerk will not accept text with bold, italic, underline, bullets tables or indentations. All caps are reserved for TABOR issues only per the Colorado Election Code.
- W. Jurisdiction is to provide the phonetic pronunciation of each candidate's name to assist with the preparation of the audio ballot at the time ballot content is certified to the County Clerk. The jurisdiction shall call and leave a voice mail recording at 970-641-7927 and include each candidate's name; jurisdiction and title of office no later than September 10, 2018.
- X. Jurisdiction must indicate whether question(s) are a referred measure or an initiative from a citizen petition. The Jurisdiction understands and agrees that any ballot content submitted to the CEO after 5:00 p.m. MST September 7, 2018, may result in their candidates, issues, or questions not being on the ballot. In such event, the Jurisdiction will be required to provide for its own election at its sole expense and the remaining terms and conditions of this Agreement will automatically terminate. The Jurisdiction shall also reimburse the full and actual costs of the activities of the CEO relating to the election.
- Y. Proofread the layout and the text of the Jurisdiction's portion of the official ballots and provide written notice of acceptance to CEO before the printing of the ballots within 24 hours of receipt of layout.
- Z. Prepare, hand-count, and deliver to the CEO, the required test deck of ballots for testing the electronic vote counting equipment.
- AA. For elections where owning property in the Jurisdiction is a requirement for voting in the election, the Jurisdiction shall utilize the online inquiry terminal to access the State of Colorado and Gunnison County voter registration records to confirm voter registration and verify "property ownership" information at:

- BB. The DEO shall verify and certify to the CEO, by no later than 5:00 p.m. MST September 28, 2018 pursuant to §1-5-304, C.R.S., an initial and supplemental certified list of "property owners" (if applicable) eligible to vote in the election, as determined by the Jurisdiction, who:
1. Own real property within the Jurisdiction, appear on the State of Colorado list of registered voters, reside at an address as shown, that is not within the boundaries of Gunnison County ("Out of County" property owners); or,
 2. Own real property within the Jurisdiction, appear on the Gunnison County list of registered voters, and reside at an address that may not match the property address as shown on the County Assessor's list, but is within the boundaries of Gunnison County "In County" property owners.
 3. The lists shall be submitted as an electronic copy. The electronic copy shall be submitted to the CEO using Microsoft Excel format. The spreadsheet shall contain no more than one (1) eligible elector's name per line. Each line shall consist of the following separated fields: eligible elector's county identification number (if applicable), last name, first name, middle name, mailing address, city, state, zip, parcel number, phone number, if available, and Gunnison County precinct number, if applicable.
- CC. Publish and post any required legal notices for the jurisdiction's candidates, ballot issues and/ or ballot questions, other than the notice required by §1-5-205, C.R.S. A copy of such published legal notice shall be submitted to the County Clerk for its records.
- DD. Provide support on the day of the election via telephone and in person, should the need arise, from 7:00 am until counting of the ballots is completed. Designated contact person for Jurisdiction must be provided upon execution of this Agreement. Emergency contact information must also be provided.
- EE. Notify the CEO within twenty-four hours of the completion of the final ballot tabulation whether a recount is required or desired. The Jurisdiction shall reimburse the County Clerk for the full cost of the recount. If other Jurisdictions are included in the recount the cost of the recount will be pro-rated among the participating Jurisdictions as per §1-10.5-101, C.R.S.

SECTION IV COMPENSATION

4.1 COMPENSATION DUE TO COUNTY CLERK.

- A. In consideration for the County Clerk conducting the General Election and providing the services identified in above Section 3.2 herein, the Jurisdiction shall compensate the County Clerk at a cost of Three and No/100 U.S. Dollars (\$3.00) per registered voter, based upon eligible registered voters as of July 27, 2018 for an approximate total amount of Ten Thousand Five Hundred Ninety Nine and No/100 U.S. Dollars (\$10,599.00), not to exceed an increase of more than 10%. The costs may vary based on the number of jurisdictions that proceed with ballot measures and/or elections.
- B. Any additional election costs resulting from Jurisdiction delays, special preparations, cancellations, recounts or other special circumstances relating to the Jurisdiction's participation in the General Election shall be allocated on a time and materials basis of Fifty and No/100 U.S. Dollars (\$50.00) per hour per employee for labor and actual cost of materials.
- C. Within thirty (30) days from the date of receipt of County Clerk's invoice for costs incurred in relation to conducting the General Election, the Jurisdiction shall remit total payment due and owing to the County Clerk.

SECTION V CANCELLATION OF ELECTION

5.1 CANCELLATION OF ELECTION BY THE JURISDICTION.

In the event that the Jurisdiction resolves not to hold the election, then notice of such resolution shall be provided to the CEO immediately. The Jurisdiction shall be liable for the full actual costs of the activities of the CEO relating to the election incurred both before and after the CEO's receipt of such notice. The Jurisdiction shall provide and post notice the withdrawal of election by publication as defined in the Colorado Election Code by no later than 5:00 p.m. MST September 7, 2018. In the event that the Jurisdiction resolves not to hold the election after the last day for the DEO to certify the ballot order and content to the CEO (see SOS Election Calendar), the text provided by the Jurisdiction cannot be removed from the ballot and/ or the Ballot Issue notice (TABOR Notice) and Jurisdiction shall owe and pay the full amount under this Agreement.

SECTION VI GENERAL MATTERS

6.1 TIME OF ESSENCE.

Time is of the essence for this Agreement. The time requirements of the Colorado Election Code shall apply to completion of the tasks required by this Agreement. Failure to comply with the terms of this agreement and/ or the deadlines as published in the SOS Election Calendar or the Colorado Election Code may result in consequences up to and including termination of this agreement.

6.2 TERM.

The term of this Agreement shall continue until all statutory requirements concerning the creation, printing, and distribution of the TABOR Notice, if needed, and conduct of the election are fulfilled.

6.3 GOOD FAITH.

The parties shall implement this Agreement in good faith, including acting in good faith in all matters that require joint or general action.

6.4 AMENDMENT.

No amendment, alteration, modification of or addition to this Agreement shall be valid or binding unless expressed in writing and signed by the parties to be bound thereby, and following the same formality as the execution of the initial Agreement.

6.5 DEFAULT.

Should the Jurisdiction fail to comply with the terms and conditions of this Agreement, the County Clerk shall have no obligation whatsoever to perform the services identified herein to conduct and administer a general election for said Jurisdiction.

6.6 NOTICES.

Any and all notices required to be given by this Agreement are deemed to have been received and to be effective: (1) three days after they have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; or (3) immediately upon receipt of confirmation that a fax was received; to the address of a Party as set forth below or to such Party or addresses as may hereafter be designated in writing:

To County Clerk: Kathy Simillion
Gunnison County Clerk and Recorder
Elections Division
221 N. Wisconsin Street
Gunnison, CO 81230
Fax: (970) 642-4675

To Jurisdiction: City of Gunnison
PO Box 239
Gunnison, CO 81230

6.7 CONFLICT OF AGREEMENT WITH LAW, IMPAIRMENT.

In the event that any provision in this Agreement conflicts with the Colorado Election Code, Local Government Election Code or other statute, this Agreement shall be modified to conform to such law. No resolution of either party to this Agreement shall impair the rights of the CEO or the Jurisdiction hereunder without the consent of the other party to this Agreement.

6.8 INDEMNIFICATION - NO WAIVER OF GOVERNMENTAL IMMUNITY ACT.

- A. The Jurisdiction agrees to indemnify, defend by an attorney of the choice of the County Clerk, at the cost of the Jurisdiction, and hold harmless the County Clerk, Election Director, Gunnison County, its Commissioners, and its and their agents and employees of and from any and all liability, claims, liens, demands, actions and causes of action whatsoever (including reasonable attorney's and expert's fees and costs) arising out of or related to any loss, cost, damage or injury, including death, of any person or damage to property of any kind, brought by any person or entity.
- B. No portion of this Agreement shall be deemed to create a cause of action with respect to anyone not a party to this Agreement.
- C. Nothing in this agreement shall be construed to be a waiver by the County Clerk, Gunnison County or the Jurisdiction of the provisions of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et. seq.
- D. This Section 6.8 shall survive any termination or expiration of this Agreement.

6.9 NO THIRD PARTY BENEFICIARIES.

The enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement shall be strictly reserved to the County Clerk and the Jurisdiction, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person under such Agreement.

6.10 ENTIRE AGREEMENT.

The Parties acknowledge that this Agreement constitutes the sole Agreement between them relating to the subject matter hereof and that no Party is relying upon any oral representation made by another Party or employee, agent or officer of that Party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective on the latest date noted below.

GUNNISON COUNTY CLERK AND RECORDER

By: _____
Kathy Simillion
Gunnison County Clerk and Recorder

Date: _____

ATTEST:

Deputy County Clerk

CITY OF GUNNISON

By: _____
Jim Gelwicks, Mayor

Date: _____

ATTEST:

Notary of the Public

LIST OF EXHIBITS

- | | |
|-----------|--------------------------------------------|
| Exhibit A | Address Library Report |
| Exhibit B | Boundary Map |
| Exhibit C | SOS Election Calendar (subject to updates) |



Memorandum

To: City Council
From: Ben Cowan
Date: 7/23/2018
Re: Authorization for Application for Energy Impact Assistance Funds

Purpose:

To receive formal authorization from the City Council to apply for a Tier II Energy Impact Assistance Grant (EIAF) from the State of Colorado Department of Local Affairs (DOLA) to support upgrades at the Wastewater Treatment Plant.

Background:

While we have discussed the City's intent to apply for an EIAF grant frequently with the Council, the grant application requires official action from the City Council of the City of Gunnison authorizing application for these funds.

City staff met last week with Randi Johnson-Hufford, Capital Project Construction Manager; Colorado Water Resources Division, and Keith McLaughlin, Finance Director; Colorado Water Resources and Power Authority. We determined a rough, ideal timeline for the proposed facility upgrades at the Wastewater Treatment Plant:

8/1/18	DOLA Grant Application
1/1/19	State Revolving Fund (SRF) Loan Application
4/1/19	Bond Issuance
5/1/19	Notice to Proceed on Construction

DOLA grant applications are due on the first of each April, August or December. We think that waiting until the December grant cycle could significantly impact the project in a negative way since inflationary pressures on construction costs will exceed the typical 3% rate for typical goods and services. The City must have all its funding commitments in place prior to issuance of the SRF bonds.

The attached sheet demonstrates a reasonable estimate of revenues and costs for this project. The City will apply for the maximum allowable amount of \$1 million from EIAF. Our model shows only \$750 thousand in the event we don't receive full funding to ensure we manage our customers' expectations for required rate increases.

The City will also apply for a Planning Design Grant anticipated to be \$300,000 to help offset some of the design engineering costs.

Together with the remainder of funding from a zero percent loan from the Green Reserve due to energy efficiency measures incorporated into the design and a heavily subsidized interest rate of 2.5% for a 20-year term on the revolving fund loan, the total expenditures will likely exceed \$13 million.

Tier II grants require 25% matching funds for receipt of funds. Since the maximum funds of \$1 million would only be 8% of the total project's eligible costs, the City would more than exceed the required matching proportion under any scenario.

Staff Recommendation:

City staff strongly supports the application for this significant grant opportunity from the EIAF. Receipt of \$1 million in grant funds would have the potential for offsetting approximately \$1.39 per month in residential user fees (larger amounts for commercial) in offset construction costs and avoided interest for the next 20 years.

Action Requested:

A motion to authorize the City of Gunnison staff to complete and submit an Energy and Mineral Impact Assistance Program Application for the purpose of obtaining funding assistance for the necessary upgrades at the City of Gunnison Wastewater Treatment Plant.

Revenues

Loans

SRF Green Reserve @ 0%	3,000,000
SRF Clean Water Fund @ 2.5%	9,093,890
Total Loans	12,093,890

Grants

SRF Planning Design Grant	300,000
DOLA Energy Impact Assistance Grant	750,000
Total Grants	1,050,000

Total Revenue	13,143,890
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Expenditures

WWTP Construction Costs

Influent Pumping-Screw Pumps	379,760
Influent Pumping-Redundant 3rd Screw Pump	179,687
Screening-Perforated Plated Screen	959,320
Oxidation Ditch-Mixing System	1,268,514
Oxidation Ditch- Field Instruments	217,563
Oxidation Ditch-Walkway Across Oxidation Ditches	135,408
Oxidation Ditch-Weir Gate Actuators	46,800
Secondary Clarifiers-New Clarifier Mechanisms	63,360
Secondary Clarifiers-Renovation of Existing Mechanism, New Gearbox and Motor	694,200
UV Disinfection-In-Vessel UV System	821,862
Dewatering Building-Screw Press	2,123,700
Composting-Augment Composting Area	298,920
Administration Building-Building Renovation	541,565
Plant Wide SCADA	976,920
Fiber Optic Network Expansion	32,760
System Integrator/Programmer	650,000
Total WWTP Construction Costs	9,390,339

Collection System Improvements Costs

I&I and Collection System Repairs	1,200,000
Total Collection System Improvements Costs	1,200,000

Soft Costs

Design/Engineering	750,000
Construction Administration	529,517
Professional Services (surveying, inspection, consultants)	100,000
Bond Counsel/Debt Issuance Costs	75,000
Interim Financing Costs	40,000
Total Soft Costs	1,494,517

Contingencies (10% of Construction Costs)	1,059,034
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Total Expenditures	13,143,890
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Debt Service

Total Principal	12,093,890
Green Reserve @ 0%	3,000,000
Conventional Loan	9,093,890
Rate	2.50%
Term	20
Annual Debt Service	733,347



To: City Council
From: Mayor Jim Gelwicks
CC: City Manager Russ Forrest
Date: July 24, 2018
Re: Sister Cities International account

Councilors:

The keys to successful Sister Cities International programs are community involvement and financial support. The City of Gunnison could collect funds and establish an account to support Sister Cities programs, but it would be better for the Community Foundation of the Gunnison Valley to do so. This would create financial separation and transparency and would give the City and contributing residents a funding source for projects and cultural exchanges. The City of Gunnison Municipal Home Rule Charter gives the City us flexibility to do either one, but utilizing the Community Foundation of the Gunnison Valley is a better option.

Please review Section 11.7 Bequests, Gifts, and Donations of the City of Gunnison Municipal Home Rule Charter:

The Council, on behalf of the City, may receive bequests, gifts, and donations of all kinds of property in fee simple, or in trust, for public, charitable, or other purposes, and do all things and acts necessary to carry out the purpose of such gifts, bequests, and donations, with the power to manage, sell, lease, or otherwise dispose of the same in accordance with the terms of the gift, bequest, or trust.

Pam Montgomery, Executive Director of the Community Foundation of the Gunnison Valley, has agreed in principle to establish a Sister Cities account. This requires a formal agreement between the Foundation and the City. Briefly, the agreement would include the fund name: Sister Cities, any and all checks would be written to the Community Foundation and directed to this account. The Community Foundation would act as a holder and investor in any funds. Note: The City would have to request money from the Community Foundation for projects and cultural exchanges. The City can not transfer City funds to the Sister Cities account. Fundraising would have to follow guidelines of the Community Foundation. The Community Foundation has reporting requirements associated with the collection and distribution of funds.

Action Requested of Council: To direct staff to work with the Community Foundation of the Gunnison Valley to establish a Sister Cities' account to accept donations to support projects and programming.

Attached is the developing schedule for Ajay Prasad's and Ajay Rastogi's visit to Gunnison for the signing ceremony and Celebration of Culture, August 4-10, 2018.



To: City Council
From: City Clerk Erica Boucher
Date: July 24, 2018
Re: Developing Schedule for Visitors from Majhkali, India

Councilors:

Please see the developing schedule for Ajay Prasad's and Ajay Rastogi's visit to Gunnison for signing ceremony and Celebration of Culture reception. Please let City Clerk Erica Boucher or Mayor Gelwicks know if you would like to attend any of these events or spend time additional time with Mr. Prasad and Mr. Rastogi.

- 1) August 2-4 (Thursday-Saturday): Aurora Conference. Mayor will be attending.
- 2) August 4 (Saturday): John Hausdoerffer will drive them to Gunnison for quiet dinner and drop off at their lodging
- 3) August 5 (Sunday): Coldharbour during the day. Mayor will take them to dinner Sunday night.
- 4) August 6 (Monday): Mayor will host them in the morning. Possible trip to RMBL, visit Summer Experience at the school) until Ajay's 4 PM Presentation at the UC Ballroom. John H will take them to yurt and cabin (perhaps overnight)
- 5) August 7 (Tuesday): Gunnison tour, time TBA (Jim Gelwicks, Drew Brookhart, Dan Ampietro, Jim Woytek, John Hausdoerffer, Lauren Hopp).
4:00 pm MOU signing at City Hall. Walk to campus 5:30 Celebration of Culture. Reception.
- 6) August 8 (Wednesday): Morning mindfulness with Dusty and Ajay (8 AM quad south of Kelley). Noon-Lunch with Seniors. Coldharbour and Camille Richard afternoon.
- 7) August 9 (Thursday): Ajay R flies out. Ajay P golf in AM; MEM conference in afternoon
- 8) Aug 10 (Friday): Ajay P to Glenwood with Russ Forest

Leaders from The Foundation for the Contemplation of Nature

Ajay Prasad, Policy Advisor for Collaborations

Ajay Prasad has been a resident of Majkhali for the last 7 years. Prior to that, he worked in the public as well as private sector institutions for over 35 years, out of which 12 years were in Nigeria as head of a large Indian conglomerate and 5 years in the Netherlands as Managing Director of an Indo-Dutch joint venture.

With a great blend of Asian, African & European experience, he returned to India to work for a well known Policy Think Tank. Though, he continues to be associated with many of his earlier colleagues and networks; he has started to devote most of his effort in supporting local philanthropic causes specially related to education. He regularly serves [Sri Sarada Math](#), of the order of the internationally renowned Sri Ramakrishna Mission, initiated by Swami Vivekananda.

Ajay Rastogi, Co-founder & Director

Ajay Rastogi is the founder member of the foundation and has established the Vrikshalaya Himalayan Centre in the village Majkhali. He is a philosopher and applied ethics practitioner with extensive experience working across the fields of environment, agriculture, livelihoods and ethical business practice.

His passion is to explore how wholeness and integrity can be manifested in systems thinking, with a special focus on philosophical and ethical traditions for a sustainable society, and the biological and agricultural roots of society and civilization.

Ajay studied agriculture and environmental science at Pantnagar University and has been honored with several awards; He was the recipient of the South Asia Youth Leaders Award, European Union Erasmus Mundus Fellowship in Applied Ethics, and the Nehru-Fulbright Environmental Leadership Award for Contemplative Education.

He is also a certified yoga teacher. He has extensively traveled and partnered with multicultural organizations. His work has been translated and published in Spanish in 2015. He has attended the Contemplative Environmental Educators Workshop; and the Sustainability and Contemplative Practice Retreat.

In my research, it looks like Mr. Rastogi is an Independent Consultant and Lead Auditor for Majkhali, India. He is a Fulbright to the US through the US-India Education Foundation.

Memorandum

To: City Council
From: Keith Robinson
Date: July 19, 2018
Subject: Semi-annual Report



The 2018 mid-year report for the police department consists of an update to the strategic plan.

1. By 2022, illegal drug crimes committed by person 25 and younger will be reduced by 5% from 2016 based on arrests and surveys performed by community groups.

The department's involvement in the community schools and university is continuing through Rob's involvement in teaching classes at the elementary and middle schools primarily. Rob also spends time at the high school and university interacting with students. Additionally, the department is involved with presentations at the university level for orientation, sports meetings and dorm meetings.

We are utilizing a donation program again this year through Safe Kids, to provide funding for educational and promotional materials to be used at school and community events. The materials obtained supplement the materials already being used in the community schools and promote healthy choices. The issue with drug use is not just the drug but it is the environment the kids are exposed too, the community message received and supporting kids to have a support system in place to face the challenges and make healthy choices. This is the third year for the program which has received good support through the business community.

As a department we are looking at ways to structure scheduling, investigative assignments, new resources to increase drug related investigations.

	Individuals 25 years of age and younger charged
2016	33
2017	43
2018 (Jun)	19

As enforcement increases this number will go up but the statistics obtained through surveys available at GCSAP and the WSCU should reflect a decrease in usage as well as increased concern about consequences for drug usage. That statistical data has been looked at but the correlations haven't been fully identified yet.

2. By 2022, first responders and the public will have uninterrupted and rapid access to 911 services by virtue of a fully staffed and technologically updated communications center.
3. By 2022, 80% of the dispatch coverage area is accessible by radio communications on a common frequency.

2 and 3 tend to go together in where we are as a department. Communications continues to have turnover with two new dispatchers being hired since January and currently being one dispatcher short and in the hiring process. As Council is aware communications is an enterprise fund receiving funding from emergency service agencies in Gunnison and Hinsdale Counties. Funding is also received through the Gunnison/Hinsdale Emergency Telephone Authority (E911 Authority). The E911 Authority has identified a diminishing revenue

over the last several years as their funding is based on land line and cell phone subscriptions. As fewer people have land lines the revenue goes down and is compounded in that the cell phone fees are collected based on the subscriber billing address. The E911 Authority is looking to do a fee increase through the Colorado PUC process. Through the budgeting process, with the user agencies, we are looking at user fees that take into account that equipment purchased in 2013 with the new building has a life expectancy and replacement costs need to be anticipated.

Emergency agencies are in the process of switching primary radio usage from VHF to the state DTR system. At present law enforcement and Gunnison Ambulance are primarily switched. The fire services recently received a grant and will be converting. We will continue to maintain the VHF for remote areas and as a backup based on repair costs. By making the switch to DTR we increase coverage in several critical areas but take advantage of a system where the state maintains the repair costs. That said we are looking for additional radio tower sights that can be developed further increasing coverage.

4. Response to calls for service:
By 2022, 90% of emergency in progress calls for service receive a response within 5 minutes.
By 2022, 90% of dispatched calls for service, not in progress, will receive a response within 20 minutes.

As you can see from the chart we currently meet these standards. However, the object is to insure that we continue to exceed this level of service. This is directly related to our staffing levels in relationship to city geography, numbers of calls and other tasks officers are called on to perform.

We are currently one officer short and are in the hiring process which will take three to six months, typically. We are also looking at the effect on coverage attributed to officers using leave time. Looking generally at our shift coverage, those shifts where a shortage is anticipated and scheduled, we have been able to start identifying how staffing levels are affected. To address the concerns with traffic safety we adjusted scheduling in 2018 to keep three patrol officers assigned to day shift to increase random patrol and traffic enforcement, even when staffing was below the allotted 10 patrol officers. We have also been unable to fill the part time parking enforcement position and have been relaying on NSO full time officers to do the 2 hour parking enforcement this summer.

	2017	2018 (to 6/30)
In Progress Calls	3 min 11 sec	3 min 25 sec
All calls	4 min 22 sec	4 min 22 sec

Year to date comparisons	2017	2018
Reports Taken	1197	1255
Arrests	228	260
Citations	750	535

% of scheduled shifts with one officer	Days	Swings	Graves
2017	90%	51%	51%
2018	47%	44%	62%

5. By 2020, 85% of victims who report a crime will receive a case status update or notice of case resolution within 30 days of initial report.

At present a good source of information to track this goal has not been established. Our case management system tracks the cases as to who is assigned, when assigned and next steps but does not provide any type of analysis.

That said however, we utilize our interns to follow up with victims where no suspects or evidence is initially identified. We have had good luck during the last school year and this summer and maintained one

to two interns. We have also been developing better protocols for managing cases and the officers retained cases are being lowered.

6. By 2020, clearance rate for part A crimes will be 50%.

This year we received approval to begin submitting crime data to CBI directly from our records management system. This has eliminated the duplication in employee time of coding the information in the records management system and then having records reenter the same data into the CBI system. Not having a full year in place I am not sure how it will affect our reporting statistics completely. We do know that we are now reporting more incidents to CBI and hoping to capture more clearance reporting as the middleman searches and redundant entry have been eliminated.

	Total Part A	Clearance for crimes against person	Clearance for property crimes
2015	416	86%	27%
2016	400	81%	23%
2017*	370	70%	30%

7. Safety in the downtown area:
By 2020, 90% of survey respondents feel safe walking in the downtown area.
By 2020, fewer than 5 residents or visitors will be injured, annually, while walking in the downtown area from a pedestrian/traffic related incident.

As a reminder the department has defined the downtown area as a rectangle between Ohio, New York, Colorado and Spruce. In doing so we were trying to capture the area where people most frequently walk to and from business and government buildings. Council is aware of the work proposed on Ohio to help with pedestrian traffic from WSCU to the business area. Council is also aware of the efforts to address bikes on sidewalks. Bicycle safety classes were done at the community school in the spring. We are still trying to develop some type of ongoing community education and safety program directed at vehicles, pedestrian and bicycle safety. I have also worked with Cody, City Engineer, on developing bicycle lane striping at intersections having stop signs and stop lights to clarify how bikes and vehicles are to interact. Those changes should start appearing as bike lanes are repainted this fall.

The police department is participating in the community survey being developed. We are hoping to obtain a better understanding of the downtown users and their concerns about walking in the targeted area.

Strategic – Target Area	2017 Non Injury	2017 Injury	2018 (Jun) Non Injury	2018 (Jun) Injury
Pedestrian Accident	1	0	0	1
Bicycle Accidents	1	1	0	0

Following is also a breakdown of training offered to the sworn officers for general information:

POST Reimbursed Training from November 2017 to July 2018

November 2017, Advanced Spanish for Law Enforcement Training

Officers: Michaels

Hours: **40**

Cost: \$635.00

December 2017, Less Lethal Instructor Training

Officers: Ashe & Timm

Hours: 32 each

Total: **64**

Cost: \$2,694.96

January 2018, Evidence & Records: Retention & Destruction Training

Officers: Robinson

Hours: **8**

Cost: \$285.10

April 2018, Sniper/Observer Training

Officers: Powers

Hours: **30**

Cost: \$573.00

April 2018, Rural Preparedness/POI Training

Officers: Wilson

Hours: **8**

Cost: \$101.75

April 2018, Force Science: Law Enforcement Officer Involved Shootings

Officers: Wilson & Danos

Hours: 16

Total: **32**

Cost: Free to WC Region Law Enforcement

June 2018, CACP Conference

Officers: Wilson

Hours: **16**

Cost: \$909.00

July 2018, FTO Training

Officers: Isham

Hours: **40**

Cost: Approximately \$1,000.00

POST Reimbursed Training Totals

Cost Reimbursed: **\$6,198.81**

POST Hours Trained: **238**

Officers Trained: **8**

Gunnison Police Department Training from January – July 2018

February – Arrest Control, Two: **4** Hour Training blocks

February – SWAT Training, **4** Hours

February/March – Firearms Simulator **2** Hour Training per Officer

March – Two, **16** Hour Mini Skills Training Days

March – Firearms Qualification, **1** Hour per Officer

April – SWAT Training, **4** Hours

May – Defensive Driving, **4** Hour Training

June - Arrest Control, Two: **4** Hour Training Blocks

Training Hours first 6 Months of 2018: **39 Hrs.**

Officers Trained: **15**

City Manager Update

July 24, 2018

A. City Fest

City Fest is July 26th from 5:00 to 7:00. The City will be providing dinner for the community. Staff wanted to review the format for the event and ask if there was anything Council would like to specifically highlight at City Fest. Staff is planning on the following for the event:

Dinner will be catered/City staff and council will cook hotdogs for kids.
Departments will highlight programs and provide educational materials
Manager and Clerks office will highlight the following:

Four key areas from the 2017 Strategic plan
Examples of actions to address issues
Invitation to provide input on other issues we should be addressing

B. Special Events

Staff would like to discuss the City's regulations related to Special Events with the City Council.

C. Other

The City Manager may also have other updates to provide since the packet was completed and transmitted to the City Council.

Results/Project Update

The following tables are an update summary of the progress to implement the 2017 Council Strategic Plan. This table update will also be used to update Council on other projects and follow-up directed by Council. The 2017 Strategic Plan can be found at: http://www.gunnisonco.gov/City%20Council/Strategic.Plan_adopted_10.10.2017.pdf. It should be noted that the strategic results are summarized below and that there are specific strategies for each result in body of the Strategic Plan. Recent changes are in red.

2017 City Council Strategic Plan Results			
Priority Area	Result	Point of Contact	Update/Next Step
Infrastructure & Safety	Result #1 Capital Maintenance and Replacement Plan By December 31, 2018, our residents and businesses will see demonstrable progress towards creating high quality, cost effective infrastructure by inventorying and assessing all major (utility infrastructure, roads, sidewalks, trails, buildings, rolling stock) City assets and implementing a schedule for capital maintenance and replacement.	Public Works Director	<p>The City has worked with MEAN, Black and Veach, SGM, Tetra Tech to evaluate the utility infrastructure and buildings owned by City to determine a long term capital replacement program. With respect to utilities staff and Council have met on several occasions in the last year to determine proposed changes to rates to enable the City to be responsible stewards of our utilities in the future. A building assessment will be presented to Council on November 28th. A public hearing is set for proposed Electrical rates on April 10, 2018. Also staff has prepared a Q and A fact sheet on rate changes.</p> <p>The Facility Plan for the WWTP will be completed by the end of April and presented to Council with recommendations on next steps by June 12, 2018.</p> <p>The final significant area of infrastructure is our roads and sidewalks. Public Works has purchased a software system called iWorks to help inventory road infrastructure and plan for future maintenance and repair.</p> <p>Public Works Staff have also met with Gunnison Rising representative and discussed utility capacity issues. Staff continues to discover potential bottlenecks in infrastructure (recently with sewer distribution) to serving development sites currently in the City boundary.</p>
	Result #2: Safe Roads on Main and Tomichi By December 31, 2020, 90% of community survey respondents report that they perceive that the downtown is safe and aesthetically pleasing to walk, bike, and drive through Main and Tomichi Avenues.	Chief of Police	<p>See memo on Strategic Projects dated April 24th. Staff requested and additional \$47,000 in the 2018 amended budget to provide project management and material testing for this project.</p> <p>In addition, the Police Department will be increasing traffic patrols starting in December of 2017 to improve safety. Also we have installed rapid flashing lights for pedestrian crossings on 11th which if successful, could be applied to other intersections. The City also received a Safe Routes to School grant to enhance the safety of children getting to and from school. Staff has had an initial meeting with CDOT to begin to plan this project. A</p>

			right of way permit has been submitted to CDOT for the proposed changes at Main and Tomichi that were presented to the City Council.
	Result #3: Emergency Preparedness By December 2019, our residents will experience well organized and effective responses to emergency events by updating the City of Gunnison's emergency response plan in cooperation with regional partners and conducting annual training for personnel to effectively implement the plan.	Chief of Police	Emergency Service staff have begun meeting to review and update emergency planning documents. The Fire and Police Departments are also meeting with other regional partners to monitor fire danger in the valley.
	Result # 4: Comprehensive Plan & Environmental Sustainability By December 31, 2019, the City will have completed a Comprehensive Plan that provides a community vision and specific implementable strategies so that our community will experience a resilient healthy economy, affordable housing, improved environmental sustainability, high quality development, and public infrastructure which supports our high quality of life.	Community Development Director	A joint meeting between the City Council and the Planning Commission was held on January 24, 2018. Staff prepared an RFQ that was published in April 2018. RFQ responses are due on June 22 nd . This will be a multiyear project.
Community Engagement	Result #1: Two Way Communication By December 31, 2020, 80% of our residents and businesses experience effective two-way communication with the City as measured in a community survey.	City Manager	A key next step in the strategies for this Result include reviewing several communications plans with the City Council. Staff presented a variety of examples on community branding and communication plans on March 13 th . A follow-up discussion occurred with the City Clerk on March 27 th . The City Clerk is moving forward with a monthly column in the paper, various locations for informal meeting with the City Council and the community, and a working group for social media. A modest budget for communications (\$8,000) was approved at the April 24 meeting related to communications.

Livable and Affordable Housing	Result #1: Improve livability of existing housing and create new affordable housing By June 1, 2018, the City working with regional partners in the public and private sector will develop a specific plan to provide 60 new or refurbished units under \$100,000 per unit (or equivalent rent) and develop an economically viable way to provide public incentives (e.g. infrastructure, taxes, regulatory costs, tax credits, processing speed for permits) to facilitate the creation of 150 new housing units, which will help address the needs identified in the 2016 Gunnison County Needs Assessment. The baseline for this measurement will be 2017.	City Manager	Council awarded a contract for design and consulting to Design Workshop for the Lazy K project.
	Result #2: Review Incentives and Barriers to Creating Affordable Housing By June 30, 2018, the City working with regional partners in the public and private sector will identify specific improvements to City regulations to remove unreasonable barriers and create incentives to creating affordable housing in the City while not exceeding the City's man made or natural carrying capacity.	Community Development Director	Staff and the Planning Commission have begun brainstorming ideas to begin implementation on this action. Staff received direction from the City Council on March 13 th to enter into a contract with Cascadia Partners to complete this scope of work. Alex Joyce of Cascadia completed four focus groups the week of April 9 th as an initial starting point on this project. From these focus groups Cascadia will develop draft recommendations. Mr. Joyce is scheduled to meet with city staff on May 23 rd . On June 13 th he will meet with the Planning and Zoning Commission and discuss conclusion of his diagnosis.
	Result # 3: Energy and Weatherization Program By February 28, 2018, the City will create an energy rebate and weatherization program to reduce energy costs and materially lower the living costs in existing affordable housing units in Gunnison.	Public Works Director and Electrical Superintended	Council has authorized funding in 2017 to support an energy and weatherization program with the Housing Authority. Funds in the Electrical Department are also included in the 2018 budget. The Heat program has been initiated in the community.
	Result #4: Create Housing Funding Source By December 1, 2018, develop a dependable funding source	Gunnison Valley Housing Authority	The City hosted a one-day planning workshop with builders, developers, and other stakeholders to begin developing ideas for a "pipe line" of projects. We then shared those ideas at workshop hosted by Community

	to support the above mentioned result.		Builders to begin developing a framework for a housing program for the valley. Ultimately, the Housing Authority will be a key partner to achieve this result.
Economic Prosperity	Result #1: Gunnison Vibrancy Project Implementation By December 31, 2017, working in partnership with the business community and community stakeholders, the City will create and begin implementation of a timely and strategic set of recommendations to enhance the vitality and prosperity of Gunnison's Downtown.	City Manager	The following is a list of proposed next steps for the Gunnison Vibrancy Project March 27, 2018: Council approved the Vibrancy Initiative report. June, 2018: Convene a discussion with the Downtown Leadership Committee and Council to discuss financial options for funding implementation of the Vibrancy Project. The IOOF Park and Ohio Street projects are in progress.
	Result #2: Initiate Economic Development Campaign Gunnison a great place to work & live By December 31, 2019, Develop and implement an economic development, community branding, and marketing program to promote Gunnison and the valley as an incredible place to work and live so as to generate new entrepreneurs and businesses in the community which will provide jobs that pay a living wage and make our local economy more resilient to change. This will be measured by seeing the gap between median household income in Gunnison and the State be reduced by 20% compared to 2017 levels.	City Manager	Council received a presentation on March 27 regarding the initiation of an economic development program led by the ICELab at Western. A follow-up meeting occurred on May 8th and the City Council supported a funding request for this project of \$34,000.
	Result # 3: Abundant and Redundant Broadband By December 31, 2019, Gunnison businesses and residents will experience affordable, abundant, and redundant broadband services which will foster entrepreneurial businesses and improve the quality of life for our residents.	IT Director	An update on this project occurred on January 9 th with both Region 10 and IC Connex. Staff is currently looking at connectivity to REA and the WWTP.

	<p>Result #4: Collaboration with Western to Support Student Recruitment and Retention By December 31, 2018, the City working with Western State Colorado University will develop specific strategies to support Western recruitment and retention goals so as to support the continued success of this significant economic and community foundation in our community.</p>	City Manager and Western Representative	<p>The Vibrancy Project directly engaged Western Administration and students in achieving this result. Furthermore, Western has invited the City to participate in their own strategic Planning process. The Mayor and City Manager will provide updates on progress related to the Community Relations Committee for the WSCU Strategic Plan at future Council meetings under “updates.” The Community Relations Committee has completed its work and had a final event to thank the committee.</p>
	<p>Result # 5: Gunnison recognized as the home for Western and Western is synonymous with Gunnison. By December 31, 2020, 80% of residents will identify the University as a critical partner to the City in which Western is identifiable as Gunnison and Gunnison as Western.</p>	City Manager and Western Representative	<p>See information from Result # 4 above.</p>
	<p>Result # 6: Improve Hotel Occupancy and Economic Impact of Special Events By December 31, 2018, improve hotel occupancy to enhance the economic sustainability and vibrancy of our downtown by working with the Tourism Association, event partners, Monarch and CBMR ski areas, and the business community to produce and market special events and winter destination promotions to measurably improve hotel occupancy by 10% in the City of Gunnison (with a special emphasis to improve winter occupancy).</p>	City Manager	<p>The City Manager has hosted two meetings with our hotel community to determine how to best improve occupancy. Winter is a critical time to improve visitation to the City. The Gunnison Get Away could be an effective tool to improve occupancy but it requires a positive level of cooperation between CBMR, TA, and our hotels. Improving the working relationship between these entities is the first step. Also the Manager has been attempting to bring the Chamber and a fledgling hotel committee together to collaborate on special events. A meeting was facilitated between representatives of the hotel community and CMBR (including Scott Clarkson who is on the TA board) on Jan 4th to discuss how to improve the working relationship between CBMR and the Gunnison Hotel community to both improve hotel occupancy and ski pass sales. A number of constructive next steps came from the meeting including making it easier for Gunnison hotels to package very inexpensive lift passes with hotel stays.</p>